

**St Mary-the-Virgin, Shipton-under-Wychwood
Annual Vestry Meeting and
Annual Parochial Church Meeting**

**12.15pm Sunday, 28th April, 2024
in the Church**



You are warmly invited to attend these meetings. At the Vestry Meeting we elect the Churchwardens and in the Church Meeting we elect members of the Parochial Church Council, reflect on the work of the Church over the last year, and think about the way ahead.

Annual Report for 2023

Churchwarden's Report

Statistics

During the period there were three baptisms, three weddings with one blessing, and six funerals.

Services

A one off service of Communion for the coronation of King Charles III attracted a total of 66 worshippers. Easter Day had 124 people but this included a baptism. There was a large wedding on 9th September with 120 attending. Harvest Festival attracted 56 with 118 at Remembrance Sunday but only 37 on Mothering Sunday. Nine Lessons and Carols proved very popular with 110 present as did the Christingle service with 190. The school leavers and the Wychwood School Christmas services experienced high numbers.

Interregnum

On Sunday 9th July we said goodbye to Geoffrey Clement who had been Vicar for five years albeit with the pandemic interruption. The Benefice officially became vacant on 31st August 2023.

There was an open meeting on Saturday 14th October led by the Reverend Canon Charles Chadwick, Parish Development Advisor for the Dorchester Archdeaconry. The purpose of this discussion was to help in the drafting of the profile that the candidate would receive. Over several weeks the parishes worked together to draft a vacancy notice which included a job description, a person profile and details of each of the parishes.

A Section 12 meeting was held on 15th January to authorise going ahead to recruit a new vicar. This was chaired by Jane Haslam, Associate Arch Deacon. By this stage Shipton had two official representatives for the selection panel who were Rosie Chambers and Simon Randall. Everything was finalised for an advertisement to be placed.

Thanks go to Karen and Anne for taking services and overseeing the administration during the interregnum. Thanks also to those who took lay led services and PCC members who help to manage things.

James Walmsley, Churchwarden

Building and fabric

Chancel roof

The recovering of the roof will commence on the 24th June 2024. This will involve the removal the existing roof covering and replacing it with new under felting battens and slates. The work is expected to be completed by mid-October 2024. The cost of the work after reclaiming VAT is £106,000 with 51.88% of this being met by the Church Commissioners.

Church Heating

Electrically-heated seat cushions have been fitted to the choir stalls to benefit both those attending early Sunday services and the choir and clergy. This has been paid for with the legacy of Shauni McGregor.

A faculty application has been made to replace the existing overhead gas heating system with an overhead electric infrared heating system in the nave. This will be in the form of chandeliers that will replace the existing lighting chandeliers in the arches and it is planned to relocate those.

In the south aisle there will be infrared panel heaters to supplement the chandelier heating. In addition, heaters will be installed in the vestry and the choir vestry.

We also need to upgrade the electricity supply from one phase to three phases in order to support the new heating system.

We are in discussion with the Diocese regarding this application, and as yet we have no date as to when the application will be considered.

South Aisle Roof

A faculty application has been not yet been made for the repair that is necessary to the timber roof structure to the South Aisle because we have had to prioritise the work needed to the church according to the money we have available. Until we have received response to our grant application (see below) we are not in a position to approve any more work of a capital expenditure nature.

Should we be fortunate enough to receive substantial grants then this work will be commissioned.

Churchyard

A new memorial stone has been erected in the churchyard to commemorate those whose ashes have been strewn on the bank. Anyone interested in having a name engraved in the stone should contact the Benefice office. There will be a fee to cover costs.

Funding

Grant applications have been made to the Benefact Trust in respect of both the chancel roof repair the heating system and the south Aisle roof.

An application has been made to the National Churches Trust addition in respect of the repair to the chancel roof and further application will be made to the Oxford Historic Church Trust.

Donations

Given the substantial amount of expenditure that is likely to be incurred, particularly for the repair of the South Aisle Roof and ultimately, the re-ordering within the church the PCC agreed that we should make an appeal for donations towards the cost of these repairs. This will be by way of a leaflet drop to the residents of the Parish in much the same way as was done when an appeal was launched for the restoration of the bells.

This is in addition to the fundraising that the church has been doing and will continue to do over the coming months and years.

Maintenance

The lightning conductor has been tested and complies with the relevant British standard.

Portable appliance tests have been undertaken on all the portable electrical equipment used in the church. All equipment meets the recommended standards.

The gas installations have been tested and meet the recommended standards and a certificate has been issued.

The fuse boards were replaced in 2023 and will next be tested in 2028

Gutters to the roofs have been cleaned out, and are due to be done again and instruction has been given to carry out this work.

During the year, the drains around at the church have also been cleaned which will enable the water from the gutters to drain away. New manhole covers have been provided replacing the old defective ones.

Quinquennial inspection

The quinquennial inspection is due in September 2024, and Henry, Sanders, the church architect, will undertake this inspection and provide a report to the PCC.

David Ensor

Honorary Treasurer's Report

I will start with the crucial message that it costs £1,000 a week to run our church without considering the need for repairs and improvements. Our current regular income needs to increase by at least a third to achieve this. The reason that our finances are as good as they are is that we have been blessed to receive legacies totalling £105,000 between 2016 and 2023.

As in previous years, the accounts of the PCC have been prepared in the required format and independently examined. The independent examiner, David van de Poll, very kindly provides this service without charge. A one page summary has again been prepared including details of the expenditure by the Benefice. I can supply copies of the detailed accounts on request and a copy will be placed on the notice board.

I have slightly changed the layout of the summary accounts to emphasise that our regular expenditure of £54,000 is far more than our regular income of £39,000 which is similar to the position in 2022. Clearly this is not sustainable. In addition, of course we need to raise funds to cover the capital works required and the fund raising committee have done fantastically to almost double the funds raised in 2023 to £13,000. Approximately two thirds of our electoral roll of 69 gives regularly either through the Parish Giving Scheme (PGS) or into our old HSBC account. We would like to encourage everyone to use the PGS because it makes the administration easier and improves our cash flow because we automatically receive any gift aid in the same month. Another advantage of the PGS is that you can opt to have your giving increased annually by an inflation adjustment. However, only about half of our PGS givers have opted for this.

I urge you all to either join the PGS or if you already give this way to review the amount you give. The best way to find out about the PGS is on their website:

<https://www.parishgiving.org.uk/donors/how-it-works/>

There is a number to ring if you want to do it over the phone or if you want to set it up online choose "find your parish" on the left hand side. Our parish code you can enter to find St Mary's is 270627092.

At the end of 2023 we had total funds of approximately £134,000. Six months regular expenditure is circa £26,000 which means that we have only approximately £108,000 that we

can put towards the roof and heating and other capital projects. This year and next we will need to fundraise and apply for grants in order to be able to proceed.

Hilary Matthews, Treasurer

Electoral Roll

Claire Bell, Electoral Roll Officer for the past 15 years, will stand down at this year's APCM. Sue Robinson, a church member, who has been on the ER for more than 6 months, has agreed to take over the role and will be duly elected at the meeting this year.

There are 67 members on the Electoral Roll for 2024 to date. Sadly, a couple of members have died and a number of people have moved away from the area but not all have indicated whether they would like to be removed from the Roll. Every six years a new Roll is prepared and those on the previous Roll are informed so that they can reapply. This will take place in 2025.

It would be helpful and more cost effective, if as many ER members as possible, would ensure Sue has their email address – suerobinson.timbers@gmail.com. This will enable Sue to send out the notification of the refresh and for them to return their newly completed forms electronically.

Claire Bell

Sacristan's Report

The linen and communion vessels, (chalice, ciborium, paten and cruets), are in good condition.

Alter frontals are showing signs of wear owing to age and previous attacks by mice. Some chasubles are also showing signs of wear because of their age.

My thanks to Alan Waugh who helps prepare the communion table and acts as altar server when needed. Thanks also to the people who administer the second chalice.

It has been a pleasure to assist the clergy during services in the church and in Old Prebendal House in the past year.

Joy Brooks

Bell ringing

In an attempt to increase the number of our ringers, with the help of the Vicar, Geoffrey Clement, we held a taster course for prospective new ringers on four Saturday mornings in January 2023. Disappointingly this only resulted in one of the four participants, a 12-year-old girl, continuing and joining our regular team of ringers. She has made great progress and has advanced to ringing quarter peals (1,260 changes) in several towers in the Oxfordshire area – a great achievement!

Another of our ringers successfully completed the ringing of fifty quarter peals in 2023 with the 50th being rung at Shipton on 22nd of December. Three further quarter peals were rung at our tower during the year. One to celebrate the Coronation of King Charles III, and another as a tribute to Rev. Geoffrey Clement on the occasion of leaving the Benefice.

On a Saturday in February 2023, a band of Shipton ringers visited the church on the Colesbourne Estate in Gloucestershire to ring as part of their Snowdrop Festival.

On a Saturday in October 2023, we had the honour of hosting The Oxford Diocesan Guild of Church Bell Ringers' 6 Bell Striking Competition.

We rang the bells for six weddings during the year and hosted three bands of visiting ringers.

The bells were also rung before the Advent Carol Service, the Nine Lessons and Carols Service, the traditional "Carols Around the Tree" on Christmas Eve and to signal the start of the Christmas Tree Festival held in the church.

Wednesday practices have been well attended and additional practices have been held on the last Friday of the month for more advanced ringers.

Many thanks to our team of ringers and those from neighbouring parishes who have assisted us with the above and for Sunday Service ringing during the year.

If there is anyone out there who would be interested in taking up bell ringing, please contact Mike Brooks at :

mikeandjoy18@gmail.com

Mike Brooks, Tower Captain

Church and Brass Cleaning

Church

The cleaning of the church floor and carpet by John Holtom now takes place on the 1st and 4th Fridays of each month to coincide with the pattern of services (i.e. there is normally no service at Shipton on the 3rd Sunday of the month).

Thank you to Mary Drainer and her band of helpers for their regular cleaning sessions which keep the church looking cared for. Thanks, are also due to David Ensor who can often be seen wielding the vacuum cleaner along the main aisle carpet before and after services and events in the church.

Brass

Our brass cleaners, Sandra Darnell and Jenny Meredith, have, when personal circumstances allowed, kept the brass sparkling.

Mike Brooks

Service Duty Rota

Thank you to all our sidespersons, readers and intercessors on behalf of the congregation and ministry team, for their contribution to our services in St Mary's.

The rota covers a period of two months at a time, and I try to issue it a month in advance to give people time to plan their Sundays or to arrange to swap duties if they are unavailable on a particular Sunday.

We are desperately short of people to lead intercessions and would welcome new recruits to this important roll. Anyone who feels that they could offer their services for this please talk Anne or Karen.

Also, additional sidespersons would be welcome. Sidespersons are elected officers of the church, and as such must be members of the Church Electoral Roll and are elected at the APCM. If you feel that you could offer your services for this duty, please speak to myself or James Walmsley

Mike Brooks

Church Flower Report

Once again we have enjoyed arranging the Church flowers. Costs have risen and our total expenditure was over £400.00 this year. This was offset by donations in memoriam amounting to £42.00 bringing us a little below £400.00 and a couple of weddings reduced the total number of arrangements.

In September 2023 Anne attended a Sustainable Church Flowers Demonstration at St Michael and All Angels Church, Great Tew, which was both interesting and inspiring. This means rethinking the way we source and arrange our flowers and will take some time, effort and practice to introduce some of these ideas. One step we have made is to use biodegradable floral foam - somewhat better but still not ideal for the environment.

Once again, new members always welcome to join the team.

***Anne Hilling 01993 830656
Wimpy Scott 01993 830144***

Refreshments and Special Occasions

I would like to thank everyone on the coffee rota for their continued help and support, not only with making the coffee on Sundays but for providing food and help for other occasions such as the Church Fete, Geoffrey's Leaving Lunch, Harvest "Bring and Share" Lunch, Carols By Candlelight followed by refreshments and recently The Lent Lunch. These events were well supported and were happy, relaxed occasions.

The rota is a juggle at times as people have time off for one reason or another but fortunately the coffee makers are flexible and will swap and help out where necessary, even at short notice.

Recently we have had to replace the coffee machine, partially paid for from the coffee money – no-one wants to go back to instant coffee!

More help is always welcome and if you would like to join us please call Claire Bell on 07973157693

Claire Bell

Music Report

The heart of the music at Shipton church continues to be the wonderful choir. Membership of the choir can be a rather less pleasant experience in winter: coming out in cold weather knowing that one is going to spend two or more hours in a freezing church is not always the easiest achievement. However, shortly before Christmas, new heated cushions were installed in the choir stalls, thanks to a bequest by the late Shauni McGregor, a long-term member of the choir.

The choir only ventured outside the Benefice once during the year, to sing the services at the University Church, Oxford on 18th June 2023. This required preparation of a selection of Tudor music, due to constraints of the venue; the clergy at the University Church were very appreciative afterwards of Shipton choir's contributions to the worship there.

After many years of very few problems, the organ has had a number of technical issues over the last 18 months. There is one particular issue that means that the full scope of the organ cannot currently be used; this has remained a problem despite a couple of visits by the current tuner, so further work needs to be done to resolve that issue, and it is possible that a different tuner may need to be found to carry out that work.

There have been a number of 'occasional offices', particularly funerals, for which I have been unable to play during the year. I am very grateful to the other organists who have played for these in my place, and to the clergy for liaising with them so supportively.

I remain incredibly grateful to the singers who give up their time throughout the year to form such a wonderful choir, the like of which very few churches are lucky to have these days. I am also grateful to the support of the congregation and PCC which enables the choir's contributions to the worship to continue.

Bernard West, Director of Music

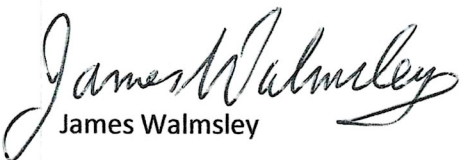
Shipton-u-Wychwood PCC
Statement of Financial Activities
For the period from 01 January 2023 to 31 December 2023

	Unrestricted funds	Bell fund	Roof fund	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	47,332	506	14,656	62,495	87,116
Income from charitable activities	3,658		-	3,658	1,707
Other trading activities	2,626		10,381	13,008	7,488
Investments	866		-	866	495
Total income	54,484	506	25,037	80,028	96,807
Expenditure on:					
Raising funds	911		2,175	3,086	2,561
Expenditure on charitable activities	60,343	441	13,441	74,226	63,798
Other expenditure	3,120		-	3,120	66,360
Total expenditure	64,374	441	15,617	80,433	66,360
Net income / (expenditure) resources before transfer	(9,891)	64	9,420	(405)	30,447
Transfers:					
Gross transfers between funds - in	-		72,935	72,935	-
Gross transfers between funds - out	(72,935)		-	(72,935)	-
Other recognised gains / losses					
Gains/losses on investment assets	-		-	-	-
Gains on revaluation, fixed assets, charity's own use	-		-	-	-
Net movement in funds	(82,826)	64	82,355	(405)	30,447
Reconciliation of funds					
Total funds brought forward	205,441	1,263	(71,921)	134,785	104,337
Total funds carried forward	122,615	1,327	10,435	134,380	134,785

Shipton-u-Wychwood PCC
Balance Sheet (Church of England)
As at 31 December 2023

	As at 31/12/2023	As at 31/12/2022
Current assets		
Debtors	1,259	2,348
Cash At Bank And In Hand	133,120	132,436
	<u>134,380</u>	<u>134,785</u>
Net current assets less current liabilities	<u>134,380</u>	<u>134,785</u>
Total assets less current liabilities	<u>134,380</u>	<u>134,785</u>
Total net assets less liabilities	<u>134,380</u>	<u>134,785</u>
Represented by		
Unrestricted		
Unrestricted - General Funds	63,430	146,255
Designated		
Designated - Bells	1,328	1,263
Designated - Building	16,455	16,455
Designated - Marjorie Murray Memorial	40,000	40,000
Designated - Organ Restoration	2,731	2,731
Restricted		
Restricted - Roof Repairs	10,435	(71,921)
Fund Totals	<u>134,380</u>	<u>134,785</u>

APPROVED BY THE PCC ON 28 April 2024 AND SIGNED ON THEIR BEHALF BY
James Walmsley, Church Warden AND Hilary Matthews, PCC Treasurer.


James Walmsley


Hilary Matthews

Shipton-u-Wychwood PCC
For the period from 1 January 2023 to 31 December 2023

Independent examiner's report on the accounts

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed 

Date 22/2/2024

Address Threeways, Bruern Rd, Milton-u-Wychwood, OX7 6LL

Accounting Policies

These accounts have been prepared under the historic cost convention and in accordance with the Church Accounting Regulations 2006.

Shipton-u-Wychwood PCC

Analysis of income and expenditure 1 January 2023 to 31 December 2023

	General	Bell Fund	Roof Fund	This year	Total Last year
Income and endowments from:					
Donations and legacies					
Gift Aid - Bank	25,154	-	-	25,154	25,211
Loose plate collections	3,447	-	-	3,447	4,257
Giving through church boxes	336	-	-	336	271
One-off Gift Aid gifts	121	-	500	621	2,000
Donations appeals etc	847	506	12,140	13,494	6,185
Monthly Draw	-	-	2,016	2,016	3,000
Tax recoverable on Gift Aid	6,861	-	-	6,861	6,421
Legacies	10,538	-	-	10,538	39,011
Non-recurring one-off grants	-	-	-	-	250
Other funds generated	25	-	-	25	507
Donations and legacies Totals	47,332	506	14,656	62,495	87,116
Income from charitable activities					
Fees for weddings and funerals	3,658	-	-	3,658	1,707
Income from charitable activities Totals	3,658	-	-	3,658	1,707
Other trading activities					
Rummage sales etc	2,626	-	10,381	13,008	7,423
Bookstall sales - fund raising	-	-	-	-	65
Other trading activities Totals	2,626	-	10,381	13,008	7,488
Investments					
Bank and building society interest	566	-	-	566	195
Rent from lands or buildings	300	-	-	300	300
Investments Totals	866	-	-	866	495
Income and endowments Grand totals	54,484	506	25,037	80,028	96,807

					Total
	General	Bell Fund	Roof Fund	This year	Last year
Expenditure on:					
Raising funds					
Costs of fetes & other events	791	-	2,175	2,966	2,420
Bank charges	120	-	-	120	141
Raising funds Totals	911	-	2,175	3,086	2,561
Expenditure on charitable activities					
Secular charities	202			202	376
Ministry parish share etc	28,354	-	-	28,354	29,941
Benefice costs	9,791	-	-	9,791	8,517
Church running - insurance	4,464	-	-	4,464	4,255
Organ / choir costs	3,707	-	-	3,707	3,672
Church maintenance	7,244	441	-	7,686	205
Cleaning	519	-	-	519	490
Upkeep of services	54	-	-	54	526
Upkeep of churchyard	2,000	-	-	2,000	3,980
Administration	253	-	-	253	261
Church running - electric	2,687	-	-	2,687	1,735
Church running - gas	1,062	-	-	1,062	522
Church major repairs - roof	-	-	13,441	13,441	9,314
Expenditure on charitable activities Totals	60,343	441	13,441	74,226	63,798
Other expenditure					
Church major repairs -heating	3,120	-	-	3,120	-
Other expenditure Totals	3,120	-	-	3,120	-
Expenditure Grand totals	64,374	441	15,617	80,432	66,360

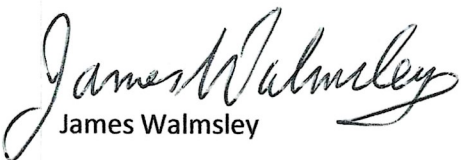
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As at 31 December 2023

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James Walmsley, Church Warden AND Hilary Matthews, PCC Treasurer.


James Walmsley


Hilary Matthews

Shipton-u-Wychwood PCC
For the period from 1 January 2023 to 31 December 2023

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Rummage sales etc	2,626	-	10,381	13,008	7,423
Bookstall sales - fund raising	-	-	-	-	65
Other trading activities Totals	2,626	-	10,381	13,008	7,488
Investments					
Bank and building society interest	566	-	-	566	195
Rent from lands or buildings	300	-	-	300	300
Investments Totals	866	-	-	866	495
Income and endowments Grand totals	54,484	506	25,037	80,028	96,807

					Total
	General	Bell Fund	Roof Fund	This year	Last year
Expenditure on:					
Raising funds					
Costs of fetes & other events	791	-	2,175	2,966	2,420
Bank charges	120	-	-	120	141
Raising funds Totals	911	-	2,175	3,086	2,561
Expenditure on charitable activities					
Secular charities	202			202	376
Ministry parish share etc	28,354	-	-	28,354	29,941
Benefice costs	9,791	-	-	9,791	8,517
Church running - insurance	4,464	-	-	4,464	4,255
Organ / choir costs	3,707	-	-	3,707	3,672
Church maintenance	7,244	441	-	7,686	205
Cleaning	519	-	-	519	490
Upkeep of services	54	-	-	54	526
Upkeep of churchyard	2,000	-	-	2,000	3,980
Administration	253	-	-	253	261
Church running - electric	2,687	-	-	2,687	1,735
Church running - gas	1,062	-	-	1,062	522
Church major repairs - roof	-	-	13,441	13,441	9,314
Expenditure on charitable activities Totals	60,343	441	13,441	74,226	63,798
Other expenditure					
Church major repairs -heating	3,120	-	-	3,120	-
Other expenditure Totals	3,120	-	-	3,120	-
Expenditure Grand totals	64,374	441	15,617	80,432	66,360