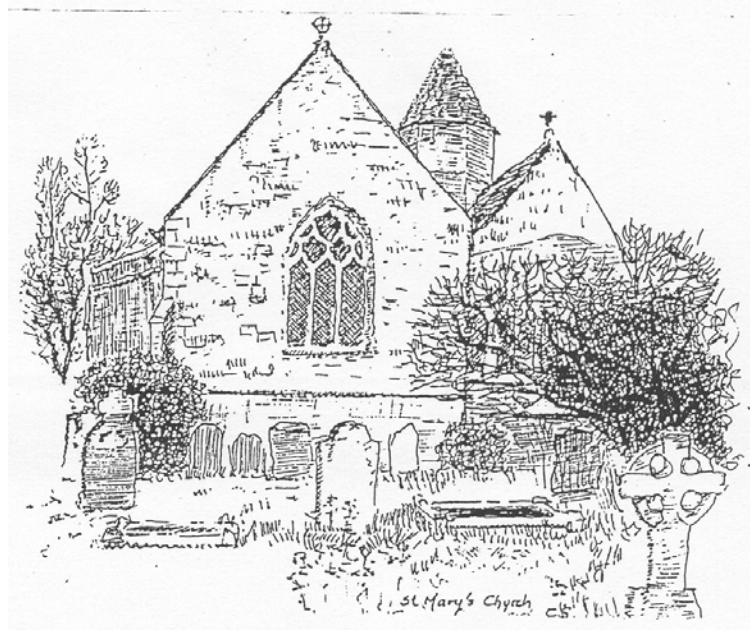


St Mary's Church, Cogges

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31 December 2009



Cogges Parochial Church Council

registered with the Charity Commission as
"The Parochial Church Council of the Ecclesiastical Parish of St Mary Cogges"
with charity number 1129824

Parish Church:

St. Mary's Church, Cogges
in the Deanery of Witney, Archdeaconry and Diocese of Oxford

Address:

Cogges Parish Office
Cogges Church Centre, Church Lane
Witney, Oxon. OX28 3LA
☎ 01993 779613
Email: *office@coggesparish.com*
Web site: *coggesparish.com*

Incumbent:

The Revd Andrew J Sweeney
Cogges Priory, Church Lane,
Witney, Oxon. OX28 3LA

Bankers:

CAF Bank Ltd
Kingshill, West Malling,
Kent. ME19 4TA

HSBC Ltd
24 Market Square,
Witney, Oxon. OX8 7BG

Independent examiner:

A J Carter & Co
22b High Street
Witney, Oxon. OX28 6RB

This is the form of annual report and financial statements required by the *Charities Act 1993* and the *Church Accounting Regulations 2006* together with the *Statement of Recommended Practice 2005* published by the Charity Commission. It covers the PCC's financial year, January to December 2009.

COGGES PAROCHIAL CHURCH COUNCIL

ANNUAL REPORT FOR 2009

Background

Cogges PCC has the responsibility of co-operating with the vicar, the Rev Andrew Sweeney, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the parish church, St Mary's, and for the Cogges Church Centre. The PCC is registered as the charity "The Parochial Church Council of the Ecclesiastical Parish of St Mary Cogges" with charity number 1129824.

Membership

Members of the PCC are either *ex-officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the *Church Representation Rules*. During the year, the following served as members of the PCC:

Members ex-officio

Rev Andrew Sweeney (*Incumbent & Chairman*), Rev Andrew Pritchard¹ (*Curate*), Rev Miriam Keen (*Associate Minister*), Rev Penny Joyce² (*Associate Minister*), Rev Tim Edge (*Non-stipendiary Minister*); Mr Colin Johnson and Mr David Lockwood (*Churchwardens*); Mr Nick Pike, Mr David Smith and Mr Richard Young (*Licensed Lay Ministers*); Mrs Barbara Eaton, Mr Nathaniel Miles and Mrs Judy Poole (*Representatives on the Deanery Synod*).

Elected members

Mrs Jenny Allen³, Miss Jackie Archer³, Mrs Tessa Cox, Mrs Gill Curwood, Mr Malcolm Harper (*PCC Secretary*), Mr Keith Harwood (*PCC Treasurer*), Mrs Valerie Hill³, Mrs Ali Laithwaite⁴, Mr Harvey Leach (*PCC Vice Chairman*), Mrs Heather McCulloch⁴, Mr Allen Moxham, Mrs Libby Osborne, Mr Gareth Regan⁴, Mr Anthony Sayles, Mr Stephen Smith, Mr Gordon Spankie, Mrs Hilary Warner and Mr Nigel Williams.

¹ From July 2009; ² Until April 2009; ³ Until APCM (April 2009); ⁴ From APCM.

Church attendance

There were 218 people on the Church Electoral Roll at the 2009 APCM, including 99 who were not resident in the parish. The previous Roll contained 189 names. The average Sunday attendance at St Mary's Church was 23 at the early communion services, 180 at baptism and thanksgiving services, 148 at joint benefice services and 133 at other main morning services, 138 at the confirmation service, 26 at the monthly evening celebration services, 19 at the quarterly healing services, 77 at the service to welcome the new curate and 12 at most other evening services. These figures may include some people attending more than one service. Attendance at festival services was 228 at the Easter Sunday family communion, 155 at the Christingle service, 201 at the crib service, 83 at the carol service, 96 at the first communion of Christmas and 200 at the Christmas Day family service.

Committees

The **Standing Committee** is required to exist by the *Church Representation Rules*. It consisted of the vicar and curate, the churchwardens, the PCC vice-chairman, the PCC secretary, the PCC treasurer and two elected members: Mrs Judy Poole and Mrs Barbara Eaton. The Standing Committee has power to transact the business of the PCC between its meetings, subject to any directions given by Council. Its main activity is to set the agenda for PCC meetings, and to ensure any necessary preparation for the meetings is made.

COGGES PCC: ANNUAL REPORT FOR 2009

The **Ministry Group** consists of those with the Bishop's license to minister in the parish (the clergy and Licensed Lay Ministers) and others at the invitation of the vicar, and shares with the vicar his pastoral responsibilities.

The **Church Centre Management Committee** was set up by the PCC to oversee the management of the Cogges Church Centre.

The **Benefice Child Protection Committee** was set up by the PCC (with South Leigh PCC) to oversee all aspects of child protection within the benefice.

The **Missionary Team** was set up by the PCC to advise it on support of those engaged in mission at home and overseas.

Review of the year

There were five normal meetings of the PCC during the year, and there were also five meetings of the Standing Committee. The average attendance by *ex officio* and elected members at the PCC meetings was 55%.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were in general open to (and often were intended for) residents of the parish and the wider area.

Strategy and Vision

There was a special meeting of the PCC in January with Rev Chris Neal (Director of Mission and Community, CMS) to continue the work on "Growing as a missional community" begun at the Parish Away Day in September 2008, followed by two joint meetings of the PCC and Ministry Group in May. This led to a Parish Day, "Christ in you", in St Mary's in September and further discussion at the September PCC meeting.

Another theme discussed during the year is the vision inspired by Jane Holloway to become a "House of Prayer" church. From this has come a weekly series of prayer meetings (*Open to God*) during Lent, a monthly series (*The Gathering*) in the autumn and was the key topic at the November 2009 and January 2010 PCC meetings.

Throughout the year, the PCC has been discussing whether to appoint a "youth pastor" to lead the church's work with children and young people. An appeal within the church for funds to support this appointment has been successful; the PCC has agreed the job description and selection criteria, and the post has now been advertised.

The PCC has also had brief discussions on national, diocesan and deanery papers on vision and strategy.

Outreach and activities

Rev Penny Joyce told the PCC in January of her decision to leave Cogges on Easter Sunday, and the PCC discussed at several meetings how to continue outreach to the Madley Park estate. Although *Jigsaw* stopped meeting after Easter, it restarted during the autumn and the PCC is still discussing the best way to continue this work. The future of *Bitesize* has been discussed and the possibility of merging it with *Alpha* is now being explored.

Aspects of outreach have been discussed at all the meetings of the PCC, with a number of activities: *Alpha*, the *Marriage Course*, a *summer holiday club*, *summer church opening*, participation in the *Ride & Stride*, the traditional *Children's parties on 31st October*, a *Thanksgiving and memorial service*, a various seasonal services and activities.

COGGES PCC: ANNUAL REPORT FOR 2009

Other outreach activities have continued during the year, including the monthly meetings of the *Cogges Seniors Group* and the *Time Travellers* groups, the weekly *Toddler group* and a related daytime toddler friendly home group, and the monthly or fortnightly *Pastorate* meetings. Cogges church members are involved in Besom, Fairtrade and Christian Aid.

Prayer support has continued throughout the year through home groups and prayer triplets and with a prayer meeting most weeks for Blake School (which also covers JAM club young people and the new Christian Union at Wood Green School). The Church's activities and members' needs are faithfully remembered in prayer at the Thursday morning prayer group throughout the year. The monthly prayer night restarted.

Finance

The PCC is responsible for all parish finance, and its management and control, and has appointed a treasurer to supervise this area. The PCC considers preliminary statements of income and expenditure three times a year, as well as approving the annual accounts for presentation at the Annual Parochial Church Meeting.

The financial statements for 2009 show a 2% decrease in voluntary unrestricted income. Restricted income increased by 50%. This is due to the initial fundraising for provision of a Youth Pastor, and the incorporation of the "Discovery Days" funds into the balance sheet now that Rev Penny Joyce has left the project. The PCC approved a budget for the Church Centre proposed by the management committee.

The other main financial item considered by the PCC was the distribution of grants to charities and other causes working in mission and relief at home and overseas. The PCC has an agreed policy to give away at least a tithe of its general fund income (in addition to any earmarked donations). The PCC agreed to a distribution of the tithe for 2009, with £2,690 allocated for overseas mission, £1,460 for overseas relief, £4,100 for home mission (including £2,760 to Adventure Plus) and £2,750 for home relief and funding. The PCC has for many years supported a minister in Burundi but is now phasing this down and increasing funding for a medical student from Burundi. The PCC also agreed to provide some support for two years for a member of the church working with Operation Mobilisation. The total of earmarked donations in 2009 was £6,163 including receipts for the Parish Needs Fund and for the minister and medical student in Burundi.

The PCC approved a revision to the local service fees and to the rents for hiring the Church Centre. The PCC also agreed to make a voluntary contribution to the diocese towards the rent of the curate's house.

Property

The PCC considered tenders for repairs to the church roof and lychgate and appointed a contractor; this work has been completed. Work was also agreed on five trees which were identified by the tree audit in autumn 2008 as priorities.

The floor in the Church Centre was stripped and revarnished.

The PCC agreed to renew for another three years the letting agreement for the use of the Church Centre by the Cogges Under Fives Association.

The Blake Educational Trust had notified the PCC in 2008 about its plan to redevelop the House at the church centre, which the church rents from the Trust, to provide for a church office on the ground floor (at a commercial rent) and a separate flat on the upper floors. The PCC decided to undertake a full review of options for the location of the church office, and held a special meeting in May which decided to accept the Trust's proposal. Another issue raised by the Trust concerned its plan to apply to the Land Registry for formal title to the House, including the Church Centre garden and

COGGES PCC: ANNUAL REPORT FOR 2009

the church car park outside the lychgate; subsequently the Trust has agreed that it should not claim title to the garden and that it will offer to sell most of the car park to the PCC.

Other activities

The PCC was pleased to hear that the request for a curate to be allocated was successful, and to welcome Rev Andrew Pritchard and his wife Fenella to the parish in July.

The scheme for the benefice of Cogges and South Leigh and the benefice of North Leigh to be held in plurality came into effect on 1st May.

The PCC was registered as a charity with the Charity Commission.

The PCC had a long discussion on how to encourage more involvement by church members in the various rotas for helpers, especially for helpers at Junior Church.

The Child Protection policy was reviewed and confirmed, and approval given for a CYFA trip. The PCC appointed Mr James Benson as a governor of the Blake School.

The PCC received regular reports on meetings of the Deanery Synod and of Churches Together in Witney and District. The Vicar, Curate and Associate Minister were able to report to each PCC meeting on matters of interest or concern.

Related Trusts and Charities

Charities in the names of Henry White, William Wright, Simon Holford, Sarah Scott Pruce, and Edward Nourse were originally grouped together as the Cogges Ecclesiastical Charities, now in process of being wound up, and as the Cogges Non-Ecclesiastical Charities, now reformed as the Cogges Welfare Trust and no longer administered by the Church.

The Blake Educational Trust owns the House at Cogges Church Centre for which it currently receives a rent of £1200pa. Its Trust Deed is being modernised and once this is completed, the site of the new Blake School will be transferred to it. The Trustees are the Incumbent, a Churchwarden, 2 nominated members of the PCC and 3 independent members appointed by the Trust.

31st January 2010

Rev Andrew Sweeney (Vicar)
on behalf of the PCC

COGGES PAROCHIAL CHURCH COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with the applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires 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 of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993. 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.

..... (PCC Chairman) 31st January 2010

COGGES PAROCHIAL CHURCH COUNCIL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Cogges Parochial Church Council for the year ended 31st December 2009, which are set out on pages 9 to 18

Respective Responsibilities of the 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 43(2) of the Charities Act 1993 (the 1993 Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state 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. 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 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 matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave 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.

M D A Gyde FCA DChA
A J Carter & Co
Chartered Accountants

22b High Street
Witney
Oxon
OX28 6RB

..... 2010

COGGES PAROCHIAL CHURCH COUNCIL

Statement of Financial Activities

For the period from 01 January 2009 to 31 December 2009

	Note	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Incoming resources</i>						
Incoming resources from donors	2(a)	98,305.83	22,832.60	—	121,138.43	110,925.19
Other voluntary incoming resources	2(a)	5.00	12,999.10	—	13,004.10	11,146.00
Activities in furtherance of the council's objects	2(b)	8,896.14	—	—	8,896.14	10,745.47
Activities for generating funds	2(a)	221.31	—	—	221.31	—
Income from investments	2(c)	147.28	917.42	—	1,064.70	3,115.00
Other incoming resources	2(b)	—	—	—	—	—
Total incoming resources		107,575.56	36,749.12	—	144,324.68	135,931.66
<i>Resources used</i>						
Costs of generating funds	3(a)	181.83	—	—	181.83	—
Grants	3(b)	8,142.42	6,162.74	—	14,305.16	21,874.10
Activities relating to the work of the Church	3(c)	77,311.76	20,704.50	—	98,016.26	86,428.92
Church management and administration	3(d)	20,043.04	72.24	—	20,115.28	18,283.70
Re-Ordering Expenditure	3(e)	—	(2,820.00)	—	(2,820.00)	11,314.34
Total resources used		105,679.05	24,119.48	—	129,798.53	137,857.36
Net incoming / outgoing resources before transfer		1,896.51	12,629.64	—	14,526.15	(1,925.70)
<i>Transfers</i>						
Gross transfers between funds - in		4,381.21	1,000.00	—	5,381.21	—
Gross transfers between funds - out		(2,050.00)	(3,331.21)	—	(5,381.21)	—
Net incoming / outgoing before other gains / losses		4,227.72	10,298.43	—	14,526.15	(1,925.70)
<i>Other recognised gains / losses</i>						
Gains / losses on investment assets		—	—	1,508.90	1,508.90	(5,546.12)
Gains on revaluation, fixed assets, charity's own use		—	—	—	—	—
Net movement in funds		4,227.72	10,298.43	1,508.90	16,035.05	(7,471.82)
<i>Reconciliation of funds</i>						
Total funds brought forward		28,534.06	53,223.05	16,168.05	97,925.16	105,396.98
Total funds carried forward		32,761.78	63,521.48	17,676.95	113,960.21	97,925.16

COGGES PAROCHIAL CHURCH COUNCIL

Balance sheet (Church of England)

As of: 31 December 2009

	Note	Total Funds £	Prior Year Funds £
Fixed assets			
Tangible assets	5(a)	90,504.00	92,909.00
Investments	5(b)	17,676.95	16,168.05
		108,180.95	109,077.05
Current assets			
Debtors	8	20,266.73	23,417.74
Cash at bank and in hand		41,542.19	35,458.73
		61,808.92	58,876.47
Liabilities			
Creditors: Amounts falling due in one year	9	2,529.66	13,528.36
Net current assets less current liabilities		59,279.26	45,348.11
Liabilities			
Creditors: Amounts falling due after more than one year		53,500.00	56,500.00
Total assets less current liabilities		167,460.21	154,425.16
Total net assets less liabilities		113,960.21	97,925.16
Represented by			
Unrestricted			
Unrestricted - General fund	6	30,466.11	27,243.34
Designated			
Designated - Church building fund		321.00	321.00
Designated - Church Centre fund		100.00	100.00
Designated - Church equipment fund		31.88	31.88
Designated - Evangelism fund		(1,114.50)	(1,531.21)
Designated - Vicars Discretionary Fund		5,225.69	2,669.05
Designated - Social Action Fund		(1,988.50)	—
Designated - Funding for minister in Burundi		(279.90)	(300.00)
Restricted			
Restricted - Discovery Days	7(a)	7,236.21	—
Restricted - Social Action Fund		5,541.47	5,527.72
Restricted - Re-Ordering Fund		(64,227.45)	(72,209.25)
Restricted - Funding for minister in Burundi		880.89	(196.58)
Restricted - Curates Rent		84.00	84.00
Restricted - Funding for medical student in Burundi		(1,296.31)	(246.60)
Restricted - Youth Pastor		12,834.25	—
Restricted - Church building fund		535.35	14,661.44
Restricted - Church Centre fund		90,671.00	93,076.00
Restricted - Agency collection		—	—
Restricted - Church equipment fund		(5.73)	14.00
Restricted - Chancel repair fund		4,242.12	3,431.32
Restricted - Evangelism fund		1,500.21	3,067.60
Restricted - Vicars Discretionary Fund		5,525.47	6,013.40

COGGES PAROCHIAL CHURCH COUNCIL

Balance sheet (Church of England)

As of: 31 December 2009

		Total Funds £	Prior Year Funds £
Endowment			
Endowment - Chancel repair fund	7(b)	17,676.95	16,168.05
Funds of the church		<u>113,960.21</u>	<u>97,925.16</u>

Approved by the Parochial Church Council on 31st January 2010 and signed on its behalf by:

Rev Andrew Sweeney (Chairman)

(member)

The notes on pages 12 to 18 form part of these accounts

COGGES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2009

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of informal gatherings of Church members.

The Diocese of Oxford contributed start up funding for the Reverend Penny Joyce's Discovery Days project. The Reverend Penny Joyce has now moved away from the parish. The Discovery Days project funds have been incorporated into the St Mary's balance sheet, as a grant, held in a restricted fund.

Incoming Resources

Voluntary Income

Offerings are recognised when received by or on behalf of the PCC.

Planned giving is recognised only when received.

Income tax recoverable on gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Other Incoming Resources

Rental income from the letting of church premises is recognised when the rental is due.

Investment Income

Dividends and interest are accounted for when receivable.

Tax recoverable on such income is recognised in the same accounting year.

COGGES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2009 (continued)

1. ACCOUNTING POLICIES (continued)

Gains and Losses on Investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

Resources Used

Grants

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation to the PCC.

Church Expenditure

The parish share is accounted for when payable. Any parish share unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated Land and Buildings and Movable Church Furnishings

Consecrated and beneficed property is excluded from the accounts by section 96(2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvements, is written off as expenditure in the Statement of Financial Activity and separately disclosed.

Freehold Land and Buildings

Land and buildings are valued at cost and depreciated on a straight line basis over 50 years.

Office Fixtures and Equipment

Fixtures and equipment used within the church premises are depreciated on a straight line basis over 5 years. Individual items or equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Investments

Investments are valued at market value at 31st December.

Current Assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

COGGES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31st December 2009 (continued)

2 Incoming Resources

	Unrestr'd Funds £	Designated Funds	Restricted Funds £	Endowment Funds £	Total Funds 2009 £	Total Funds 2008 £
2(a) <i>Voluntary Income</i>						
Planned Giving:						
Gift Aid Donations	59,789	-	15,364	-	75,153	66,179
Income Tax Recoverable	16,946	-	4,283	-	21,229	18,530
Other Regular Giving	12,163	-	540	-	12,703	8,364
Offerings	8,629	-	1,454	-	10,083	9,250
Reordering	1,000	-	865	-	1,865	7,742
Reordering Tax Recoverable	-	-	326	-	326	858
Grants	5	-	12,999	-	13,004	4,841
Legacies	-	-	-	-	-	6,305
	<u>98,532</u>	<u>0</u>	<u>35,831</u>	<u>0</u>	<u>134,363</u>	<u>122,070</u>
2(b) <i>Other Incoming Resources</i>						
Church Centre Lettings	6,917	-	-	-	6,917	8,572
Other Income	-	-	-	-	-	-
Service Fees	1,979	-	-	-	1,979	2,173
	<u>8,896</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,896</u>	<u>10,745</u>
2(c) <i>Investment Income</i>						
Dividends and Interest including any unclaimed tax	141	7	917	-	1,065	3,115
	<u>141</u>	<u>7</u>	<u>917</u>	<u>0</u>	<u>1,065</u>	<u>3,115</u>
Total Incoming Resources	<u>107,569</u>	<u>7</u>	<u>36,749</u>	<u>0</u>	<u>144,324</u>	<u>135,930</u>

COGGES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2009 (continued)

3 Resources Expended

	Unrestr'd Funds £	Designated Funds	Restricted Funds £	Endowment Funds £	Total Funds 2009 £	Total Funds 2008 £
3(a) Cost of Generating Funds	182	-	-	-	182	0
	182	0	0	0	182	0
3(b) <i>Grants</i>						
Overseas Mission	3,170	494	2,353	-	6,017	5,373
Overseas Relief	424	189	2,411	-	3,024	7,127
Home Mission	-1,465	2,700	-	-	1,235	6,265
Home Relief	2,630	-	1,399	-	4,029	3,109
	4,759	3,383	6,163	0	14,305	21,874
3(c) <i>Church Expenditure</i>						
Ministry:						
Parish Share	43,200	-	-	-	43,200	37,306
Clergy Housing	1,161	-	-	-	1,161	1,875
Clergy Costs	3,594	-	316	-	3,910	4,009
Visiting Speakers and Ministry Group	86	-	-	-	86	357
Church:						
Running Expenses	5,735	-	-	-	5,735	5,816
Services	1,762	-	-	-	1,762	1,090
Maintenance	2,400	-	20	-	2,420	6,526
PCC Activities:						
Oureach	894	-	-	-	894	538
Discovery Days	-	-	1,841	-	1,841	0
Childrens and Young Peoples Work	1,441	-	1,735	-	3,176	2,559
Pastoral Care & Prayer Ministry	198	-	-	-	198	170
Homegroups & Social Activities	1,969	-	225	-	2,194	2,148
PCC Expenses	650	-	-	-	650	1,338
Depreciation	-	-	2,405	-	2,405	2,404
Church Centre Running Costs	14,220	-	14,163	-	28,383	20,673
	77,311	0	20,705	0	98,016	86,809
3(d) <i>Church Management & Administration</i>						
Administrators' Salary & Expenses	13,758	-	-	-	13,758	11,727
Office Rent	1,200	-	-	-	1,200	1,200
Telephone & Postage	564	-	-	-	564	683
Office Supplies & Equipment	3,886	-	72	-	3,958	3,021
Professional Fees	633	-	-	-	633	1,540
Bank Charges	3.00	-	-	-	3.00	112
	20,044	-	72	-	20,116	18,283
3(e) <i>Reordering Expenditure</i>						
Reordering Expenditure	-	-	-2,820	-	-2,820	11,315
	0	0	-2,820	0	-2,820	11,315
Total Resources Expended	102,296	3,383	24,120	0	129,799	138,281

COGGES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31st December 2009 (continued)

4 STAFF COSTS

	2009	2008
Wages and salaries	<u>£13,757</u>	<u>£11,727</u>

During the year the PCC employed an administrator and an administrative assistant, neither of whom earned £40,000 per annum or more. The clergy were reimbursed for travelling expenses of £988 and £3,152 for other expenses. Apart from the above, no other member received any reimbursement of expenses or remuneration. As is typical of the average PCC substantial amounts of voluntary help have been received in all areas of its activities. No attempt has been made to place a value on these contributions in these accounts.

5 FIXED ASSETS FOR USE BY THE PCC

<i>5(a) Tangible Fixed Assets</i>	Freehold land and buildings £	Equipment £	Total £
GROSS BOOK VALUE			
At 1st January 2009 and 31st December 2009	<u>120,243</u>	<u>2,800</u>	<u>123,043</u>
DEPRECIATION			
At 1st January 2009	27,334	2,800	31,134
Charge for the year	<u>2,405</u>	<u>0</u>	<u>2,405</u>
At 31st December 2009	<u>29,739</u>	<u>2,800</u>	<u>33,539</u>
NET BOOK VALUE			
At 31st December 2009	<u>£90,504</u>	<u>£0</u>	<u>£90,504</u>
At 31st December 2008	<u>£92,909</u>	<u>£0</u>	<u>£92,909</u>

The freehold land and buildings are valued at cost and comprise the Church Centre located at Church Lane, Witney. This cost is being written off over 50 years.

Equipment consists of heating in the House at Cogges Church Centre (already written off), and one ride-on mower (already written off),

COGGES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31st December 2009 (continued)

5 FIXED ASSETS FOR USE BY THE PCC (continued)

<i>5(b) Investment Assets</i>	2009	2008
	£	£
CBF Church of England Investment Fund: 1729 (2004: 1729) shares	<u>£17,677</u>	<u>£16,168</u>

The historical cost of the shares at 31st December 2009 was £1,463 (2008: £1,463).

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total
	£	£	£	£	
Fixed assets	0		90,504	17,676	108,180
Current assets	32,995	2,296	26,517		61,808
Current liabilities	(2,529)		-	-	(2,529)
Long Term liabilities	-		(53,500)	-	(53,500)
FUND BALANCE	<u>£30,466</u>	<u>£2,296</u>	<u>£63,521</u>	<u>£17,676</u>	<u>£113,959</u>

7 FUND DETAILS

7(a) The restricted funds comprise:	2009	2008
	£	£
Chancel Repair Fund	4,242	3,431
Church building fund	535	14,661
Church equipment fund	(5)	14
Church Centre fund	90,671	93,076
Curates Rent	84	84
Evangelism fund	1,500	3,068
Social action fund	5,541	5,528
Minister in Burundi	880	(196)
Medical student in Burundi	(1,296)	(247)
Re-ordering Fund	(64,227)	(72,209)
Vicars discretionary fund	5,525	6,013
Discovery Days fund	7,236	0
Youth Pastor fund	<u>12,834</u>	<u>0</u>
	<u>£63,520</u>	<u>£53,223</u>

COGGES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31st December 2009 (continued)

7 FUND DETAILS (continued)

7(b) The endowment fund comprises the St Mary's Cogges – Chancel Repair Fund. This is a permanent endowment which requires income to be spent on the upkeep, repair and insurance of the Chancel of St Mary's Church, Cogges and if there is sufficient money remaining this may be used for the upkeep and repair of the fabric of the remainder of the Church. It is primarily represented by Investment Assets as per note 5(b). All but the Investment Assets, which are held as Perpetual Capital, was spent on the repair of the Chancel Roof during 2003 but dividends and interest of £871 have been received during the year.

8 DEBTORS

	2009	2008
	£	£
Gift Aid recoverable	16,039	19,388
Prepayments	3,462	2,600
Other debtors	<u>765</u>	<u>1,429</u>
	<u>£20,266</u>	<u>£23,417</u>

9 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009	2008
	£	£
Grants	950	9,315
Agency Collections	864	-
Other creditors	<u>715</u>	<u>4,213</u>
	<u>£2,529</u>	<u>£13,528</u>

10 LIABILITIES: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2009	2008
	£	£
Re-Ordering Loans	<u>£53,500</u>	<u>£56,500</u>

These loans were made by members of the Parish to the church in 2006. They are due to be fully repaid in 2012. No interest is payable.

11 CHARITABLE COMMITMENTS

The PCC is committed to support:

- 1) A minister in Burundi for £1,000 in 2010.
- 2) A medical student in Burundi for approximately £3,250 in 2010.
- 3) Adventure plus (Fairglade Trust) for £2,760 in 2010.
- 4) A church member on Logos Hope OM mission ship for £480 in 2010.