
Trustees' Annual Report and Financial Statements

The Parochial Church
Council of the Ecclesiastical
Parish of Bicester
Emmanuel

Registered charity no 1146630

Year ended 31 December 2017



Emmanuel Church Bicester PCC **2017**

Trustees' Annual Report & Financial Statements

Team Rector:

Revd. Verena Breed
The Rectory, Tinkers Lane
Bicester, Oxon
OX26 6ES

Team Vicar:

Revd. Ian Biscoe
6, Pippin Close
Bicester, Oxon
OX27 8AX

Church Address:

Emmanuel Church
2 Barberry Place
Bicester, Oxon
OX26 3HA

Bank:

The Co-operative Bank
Skelmersdale
Greater Manchester
WN8 3GH

Independent Examiner:

Ms Elizabeth Cox ACA
Flat 8
17 Henry Road
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Treasurer:

Mr James Dunne
Holly Tree House
Ardley Road
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Bicester, Oxon.
OX25 4AD

Emmanuel Church Bicester PCC **2017**

Trustees' Annual Report & Financial Statements

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2017.

Reference and administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The PCC is a charity registered with the Charity Commission. The full title of the charity is The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel, registered charity number 1146630 (working name Emmanuel Church Bicester PCC).

The address of the church office is 2 Barberry Place, Bure Park, Bicester, Oxfordshire OX26 3HA

The trustees, members of the PCC, at the time of this report, were as follows:

Trustee	Appointed	Term	Basis of appointment
The Revd. Ian Biscoe	Chair – Incumbent		Ex Officio
Peter Hill	Associate Minister		Ex Officio
Carol Hill	Curate		Ex Officio
Erika Biscoe	Curate		Ex Officio
Tim Howard, Churchwarden	From April 2017	1-year term	Ex Officio
James Dunne, Churchwarden	From April 2017	1-year term	Ex Officio, served as Treasurer
Katie Jenkinson	From April 2017	3-year term	Elected
Nick Hunt	From April 2017	3-year term	Elected
Rose Hunt	From April 2017	3-year term	Elected
Geoffrey Saunders	From April 2017	3-year term	Elected
Andrew Matheson	From April 2017	3-year term	Deanery Synod representative
Hans Cooper	From April 2017	3-year term	Deanery Synod representative
Roger Winson	From April 2016	3-year term	Elected,
Jo Withers	From April 2016	3-year term	Elected
Steve Lindley	From April 2016	3-year term	Elected
Andrew Collett	From April 2015	3-year term	Elected
Phil Trout	From April 2015	3-year term	Elected
Jude Cranston	From April 2015	3-year term	Elected
Stephen Jolly	From April 2015	3-year term	Elected

During the year the following ceased roles or membership:

Andy Roberts	Resigned September 2017	PCC Member
Andrew Matheson	Retired April 2017	Deanery Synod Representative
Rose Hunt	Retired April 2017	Deanery Synod Representative
Nick Hunt	Retired April 2017	Deanery Synod Representative
Hans Cooper	Retired April 2017	PCC Member
Katie Jenkinson	Retired April 2017	PCC Member

Structure, governance and management

The PCC is a corporate body. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules.

PCC members are recruited in a number of ways. The incumbent and churchwardens are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected at the APCM and hold office for three years. Additionally, PCC members may on occasion be co-opted.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. It is responsible to keep accounting records, which disclose with reasonable accuracy the financial position of the PCC thus ensuring that the financial statements comply with the Charities Act 1993 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is to ensure that the financial statements are examined by an independent examiner or auditor prior to their presentation to the Annual Parochial Church Meeting.

The Trustees are responsible for preparing the Trustees' Report 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 & Wales 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 judgments and estimates that are reasonable and prudent
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a "going concern" basis unless it is inappropriate to presume that the charity will remain in operation.

In addition to the PCC there are the following committees:

Standing Committee

This committee consists of the Team Vicar, the two churchwardens, treasurer, secretary and other appointed members from the PCC. It has power to transact the business of the PCC between PCC meetings, subject to any directions given by the council, reporting to the full PCC as appropriate.

Other working groups

There are working groups for the effective leadership of ministry in the following areas: - Staff, Church Building, Finance and Stewardship, Mission and Outreach, Children and Families, Youth, Hospitality, Discipleship and Small Groups, Pastoral Care, Relationships, Decorations & Events, Worship, Audio-Visual and Prayer. These groups continue to evolve with the aim of enabling and supporting future growth.

Deanery

Bicester Emmanuel is a parish lying within the wider Bicester Benefice, which is itself a part of the Bicester & Islip Deanery, in the Diocese of Oxford.

Objectives and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

Statement of public benefit

The PCC confirms that we have referred to the Charity Commission's guidance on public benefit, in particular the specific guidance on charities for the advancement of religion, when reviewing the PCC's aims and objectives and in planning future activities. The PCC also confirms that the trustees (i.e. the PCC members) have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The PCC provides benefit to the public by:

- the provision of regular public worship that is open to all.
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved.
- the teaching of the Christian faith through sermons, home groups, children's meetings, and links with the local schools.
- the promotion of the Christian faith through various events organised by the PCC.
- the support of other charities involved in Christian outreach and development.

As a church family and as individuals, ECB aims to offer worship worthy of the living God. Through worship, prayer, and Bible study we seek to know God better and to be conformed to His purposes for our lives. In partnership with other Christians we wish to make His love known within the local community.

ECB relies on the voluntary work of so many people and the PCC very much appreciates their service to the church and the local community.

Achievements and performance

Review of the year

Our church life has continued to flourish. The largest congregations are on Sunday mornings. The Sunday morning service pattern is usually Informal Worship with Sunday Club for the children with a Communion Service on the 4th Sunday and Café Church for all ages on the 2nd Sunday. Evening services, started in 2015, attract growing numbers. The focus is on teaching and worship. Midweek services include evening Holy Communion and Compline. We organised three Celebrations attracting families from the local community at Christmas, Easter, and Harvest. The Christmas Eve Christingle Service had an attendance of around 300 adults and children.

Small groups

Most of our small groups meet in people's homes during the week. Although each group has its own character, we aim to worship together; learn how to translate biblical teaching into real life change; share in each other's joys and struggles and to reach out with love in our work places, neighbourhoods, and families. The groups meet in the daytime and evening. The number and structure of groups is kept under regular review.

Youth and Children

Youth and Children are a very important part of the life of ECB. Led by our experienced team we provide a variety of groups and activities that run most Sundays during the morning service. There are five groups in total: Mustard seeds - up to 2 and a half, Cherry Blossoms - 2 1/2 - 4 years, Willows - 5-7 years, Silver Birches - 8-10 years, Grid - 11-15 years with leaders who provide a mixed programme of age-appropriate games, drama, craft, and activities based around the Bible. Youth group meets on Thursday evenings.. An annual Holiday Club with other Bicester Churches is organised in July each year.

Alpha/Outreach

Newcomers and enquirers are encouraged to join an Alpha Course following which they are encouraged to continue meeting as a new Small Group.

Music and worship

The worship team have led the church in worship during both regular Sunday services and other events often working with other churches at joint events. ECB has explored alternative styles of worship including interactive services on Sunday mornings and café church one Sunday a month.

The Bicester Food Bank

The Food Bank continues to support people in our community who are experiencing hardship. This ministry is shared by many churches in the Bicester area under the charity Bicester Christian Action. The majority of gifts are made in kind, but monetary donations are also made to help cover the running costs of project. ECB continues to support The Bicester Food Bank through regular donations of food and money.

Christians Against Poverty

As a church, we continue to support the national charity Christians Against Poverty (CAP) and run periodic CAP money courses to help individuals and families with budgeting, and practical financial management as the need arises. CAP Money courses are now being run as a Churches in Bicester initiative.

Marriage course

The 10-week Marriage Course produced by Holy Trinity Brompton was run for ECB members and parishioners in 2017. A Marriage Preparation course was also run. The course was provided for those getting married in the Bicester area. In addition, a Marriage Matters day course was held in the Autumn.

Fairtrade

ECB continues to be committed to being a Fairtrade Church which involves using and promoting Fairtrade products as much as possible. Fairtrade goods are available at regular events.

Sri Lanka and Latin America

ECB continues to support a church of around 150 people, in Negombo, Sri Lanka and its leader, Sriyamal Fernando. The church is on the west coast of Sri Lanka just north of Colombo. Members of ECB have visited the Church at various times in the past and there were two visits during 2017. Sriyamal was able to visit ECB in 2013 which strengthened links between the two churches. Links are also being built with Marcelo Vargas, who until July was secretary of the Latin American Theological Fellowship and who also runs a Centre for Christian Mission in La Paz. ECB contributes to his financial support. Marcelo and his wife Silvana visited us in May 2016, meeting with Small Groups and preaching at the Sunday morning service. They will be visiting again during 2018.

Cherish Ministry

Cherish *...made for such a time as this...* is a six-week faith journey for teenage girls and women of all ages in which they discuss contemporary life issues such as low self-esteem, depression and eating disorders interweaved with the book of Esther and where they are also taught a new skill to prepare a basic manicure. Cherish runs as part of our young people's programmes and in the local secondary school. Cherish for ladies

meets Friday mornings in the café community room. Free manicures are also offered every Friday within the café opening times.

Cafe Ministry

During 2017 the Café moved from term time opening to all year round opening. They also began opening on a Saturday morning with the plan to have a focussed activities on each Saturday that it's open. The Café continues to be a vibrant social hub for the community.

Missional House

During 2017 the Church completed the plans and arrangements for the establishment of a Missional House. The Missional House will be based in the former Vicarage at 4 Orpine Close. The house will be occupied in January 2018 and work on a range of outreach and community building activities will begin shortly afterwards.

Electoral roll and Sunday attendance

Electoral roll

The overall electoral roll was 152 in April 2017.

Sunday attendance

The average attendance on Sunday mornings in 2017 was 90 adults and 34 children and in the evenings the average attendances were 41 adults and 3 children. Total headcount at Sunday services (excluding second attendances on the same day) is 146 of which 35 are children.

Plans for future periods

As well as continuing with our current activities, Emmanuel Church, Bicester is planning the following:

- a) Reviewing our current approach to mid-week youth work with a view to incorporating Missional House activities.
- b) Improving the range, quality, and effectiveness of the Pastoral care available at ECB.
- c) Building the Teaching capability of the Church and improving on the quality of teaching given at ECB.
- d) Continuing to build a Christian Community on the Eco-Town (Now known as Elmsbrook).
- e) Having a once a month Focus on a social space for men in the café on a Saturday morning.

Financial review

Most our income is received through tax efficient giving schemes; thus we have been able to recover an additional £32,031 from HM Revenue & Customs during the year. In 2016 the amount was £32,247 . During the year, the number of planned givers increased **from 70 to 80**. The average donation decreased **slightly to £138** per month from £149 per month last year. Having a regular income is vital to enable ECB to continue supporting the vision we have for our congregation and community.

Our total funds, including the capitalised cost of the building, increased by £118,781 from £1,099,041 to £1,217,822. General funds decreased from £54,220 to £50,711. Restricted funds have increased from £1,044,821 to £1,067,111 (this includes the capitalised building cost). In addition the PCC have allocated a legacy of £100,000 into designated development fund.

To complete the construction of the church building, the PCC borrowed £250,000 from the Diocese of Oxford in 2013. The loan is repayable over a maximum term of 10 years. The loan balance at the end of the year decreased by £43,133 from £121,977 to £78,844. We anticipate paying the loan off in the second half of 2018.

Grants and Donations

The PCC aims to devote not less than 10% of its unrestricted income to mission and outreach, shared between local, national, and international activities. As a part of this, during the year, the PCC made charitable grants of 4.94% of unrestricted donations (2016: 6.75%). In addition, the church funded outreach events in the parish and financially supported Revd Erika Biscoe with quarter stipends. Erika's ministries are mostly concerned with developing local outreach activities. This brings the total expended to 18.79% of unrestricted donations (2016: 18.6%). We have also continued to assist individuals and families in hardship. Further details are shown in Note 11.

Risk assessment

The PCC have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. Maintenance, repair, or replacement of essential installations is carried out periodically so that key operational objectives of the PCC are delivered. Fire, safety and alarm checks and inspections occur on a regular basis as specified. All building and liability insurances are in place, reducing financial risk. The Safeguarding Policy recommended by the Diocese of Oxford has been adopted in full by the PCC.

Reserves Policy

The PCC aims to maintain general reserves at such a level that working capital is maintained at a level equivalent to approximately six months' general fund expenditure. Current reserves are approximately three months of general expenditure.

Approved by the PCC and signed on its behalf by

Revd. Ian Biscoe
Chairman

Independent Examiner's Report to Emmanuel Church Bicester Parochial Church Council

I report on the accounts of the Trust for the year ended 31 December 2017, which are set out on pages 10 to 18.

Respective responsibilities of the Trustees and Independent 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.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of an 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 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 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.

Elizabeth Cox - ACA
Chartered Accountant
Flat 8,
17 Henry Road London SW9 7BQ
25th March 2018

Financial Statements for the Year Ended 31 December 2017
Statement of Financial Activities

Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
					<i>*see note 10 for full comparatives</i>
Income and endowments from:					
Donations and Legacies	228,581	-	68,924	297,505	175,089
Charitable Activities	21,714	-	-	21,714	21,825
Other Activities	10,466	-	-	10,466	8,766
Investments	-	-	1	1	31
Total	260,762	-	68,925	329,687	205,712
Expenditure on:					
Raising Funds	9,422	-	-	9,422	10,035
Charitable Activities	153,170	-	9,461	162,631	150,435
Other	1,678	-	37,175	38,853	40,310
Total	164,271	-	46,635	210,906	200,780
Net Income/(Expenditure)	96,491	-	22,290	118,781	4,932
Transfers between Funds	(100,000)	100,000	-	-	-
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-
Gains/(losses) on investments	-	-	-	-	-
Net Movement in Funds	(3,509)	100,000	22,290	118,781	4,932
Reconciliation of funds:					
Total Funds brought forward (1st Jan)	54,220	-	1,044,821	1,099,041	1,094,109
Total Funds carried forward (31st Dec)	50,711	100,000	1,067,111	1,217,822	1,099,041

Approved by the PCC on 20th March 2018 and signed on their behalf by

Rev I Biscoe (PCC chairman)

Financial Statements for the Year Ended 31 December 2017
Balance Sheet

	Notes	Total 2017	Total 2016
Fixed Assets			
Tangible Assets	5(a)	1,120,870	1,157,307
Investments	5(b)	-	-
		1,120,870	1,157,307
Current Assets			
Stock		500	978
Debtors	6	3,191	4,594
Bank current account		176,053	60,117
CBF deposit fund			-
Cash			465
Liabilities due in one year	7		
Creditors		(3,948)	(2,448)
Loans		(31,044)	(31,044)
Net Current Assets/(Liabilities)		144,752	32,662
Liabilities due after one year			
Creditors		-	-
Loans		(47,800)	(90,933)
		(47,800)	(90,933)
Total Net Assets		1,217,822	1,099,037
Parish Funds		2017	2016
Unrestricted Funds			
General		53,521	53,852
Designated		100,000	-
Restricted Funds		1,064,301	1,045,185
Endowment Funds			-
Total		1,217,822	1,099,037

The attached notes form part of these financial statements

1. Notes to the accounts

Accounting Policies

- a. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable for charities preparing their accounts in accordance with FRS102 (effective 1 – January 2015) – (Charities SORP FRS102). Emmanuel Church PCC constitutes a public benefit entity as defined by FRS102.
- b. Stock
Stock consists of café goods for resale and Fairtrade goods and is valued at the lower of cost and net realisable value.
- c. Fixed assets
Consecrated and benefice property is excluded from the accounts by s.10(2)(a) & (C) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). Assets are capitalised where the value is greater than £500 and depreciated as follows:
 - Freehold property – not depreciated
 - Plant and Machinery – 5-20 years
 - Church Equipment – 3-5 years
- d. Pensions policy
The PCC operates a defined contribution stakeholder pension scheme which is offered to all employees.
- e. Assessment of going concern
Having reviewed the financial position, the Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern and have a reasonable expectation that the charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt a going concern basis in preparing the financial statements.
- f. Statement of Cash Flows
The Charity is classified as a smaller charity and is therefore exempt from the requirement to include a Statement of Cash Flows in its financial statements. The trustees have taken advantage of this exemption in FRS 102 and SORP Update Bulletin 1 and have not presented a Statement of Cash Flows in these financial statements.
- g. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Description of Funds

Restricted funds comprise of two elements: -

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants are accounted for when the PCC is legally entitled to the amounts due. Legacies are accounted for when the receipt is probable. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when paid. Expenditure is generally recognised when it is incurred and is accounted for gross.

Notes to Financial Statements for Year Ended December 2017

Note 2 Income and Endowments from:	2	Unrestricted Funds	Restricted Funds	Total Funds 2017	Prior Year Total Funds 2016
Donations and Legacies	2a				
<i>Voluntary Income/Receipts</i>					
Tax efficient planned giving		89,742	-	89,742	97,523
Other planned giving		3,910	-	3,910	2,433
Collections at services		3,630	-	3,630	4,767
All other recurring giving and voluntary receipts		3,222	19,033	22,255	25,067
All other non-recurring giving, inc Special Appeals		4,615	16,323	20,937	12,052
Gift Aid recovered		23,463	8,569	32,031	32,247
Legacies received (capital value)		100,000	-	100,000	-
Grants: recurring (paid in more than one financial year)		-	-	-	-
Grants: non-recurring		-	25,000	25,000	1,000
		228,581	68,924	297,505	175,089
Charitable Activities	2b				
<i>Church Activities</i>					
Statutory Fees (retained by PCC)		232	-	232	864
Church cafe & events		21,482	-	21,482	20,961
		21,714	-	21,714	21,825
Other Trading Activities	2c				
<i>Activities for Generating Fund</i>					
Church and room hire		9,310	-	9,310	7,683
Fairtrade and bookstall		448	-	448	1,084
Other		708	-	708	-
		10,466	-	10,466	8,766
Investments	2d				
Bank Interest		-	1	1	31
		-	1	1	31
Total		260,762	68,925	329,687	205,712

Notes to Financial Statements for Year Ended December 2017

Note 3 Expenditure on:	3	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
Raising Funds	3a				
<i>Costs of Generating Income</i>					
Church cafe & events		9,422	-	9,422	10,035
Other		-	-	-	-
		9,422	-	9,422	10,035
Charitable Activities	3b				
<i>Church Activities</i>					
Mission giving and donations	11	10,143	2,440	12,583	18,879
Diocesan Parish Share Contribution		58,676	-	58,676	56,832
Salaries/Wages	11	42,618	-	42,618	33,619
Clergy and Staff Expenses		5,512	-	5,512	4,429
<i>Church Expenses</i>					
Church Expenses (Mission and Evangelism)	11	8,213	7,021	15,234	4,551
Church running expenses		17,838	-	17,838	24,588
Church utility bills		9,985	-	9,985	6,358
Cost of trading		-	-	-	998
<i>Major Capital Expenditure</i>					
Major Repairs to the Church		-	-	-	-
Major Repairs to Church Hall		-	-	-	-
New Building Work		-	-	-	-
<i>PCC Governance Costs</i>		185	-	185	180
		153,170	9,461	162,631	150,435
Other - loan interest and depreciation	3c				
		1,678	37,175	38,853	40,310
		1,678	37,175	38,853	40,310
Total		164,271	83,810	210,906	200,780

Notes to Financial Statements for Year Ended December 2017

4(a) Staff Costs

	2017	2016
Salaries and stipends	42,618	33,619

During the year, the PCC employed the following on a part-time basis: Erika Biscoe, Joe Hemmings, Autumn Hunt, Andy Matheson, Cheryl Spittle and Karen Stoddart. See notes 11 and 12 for additional information.

4(b) PCC Costs

There were no other transactions made in respect of PCC Members. No PCC Member received remuneration, benefit or reimbursement of travelling or other expenses.

5(a) Tangible Fixed Assets

	Freehold Buildings	Plant and machinery	Church Equipment	Total
At Cost or Valuation				
As at 1 Jan 2017	743,004	549,439	11,350	1,303,793
Additions in the Year	-	-	750	750
Disposal in the Year	-	-	-	-
Revaluation (if any)	-	-	-	-
As at 31 Dec 2017	743,004	549,439	12,100	1,304,543
Accumulated Depreciation				
As at 1 Jan 2017	-	135,312	11,174	146,486
Charge for the Year	-	37,011	176	37,187
Disposals	-	-	-	-
As at 31 Dec 2017	-	172,323	11,350	183,673
Net Book Value at 1 Jan 2017	743,004	414,127	176	1,157,307
Net Book Value at 31 Dec 2017	743,004	377,116	750	1,120,870

5(b) Investments - none

6 Debtors

	2017	2016
Gift aid reclaims	2,651	3,485
Other debtors	540	1,109
	3,191	4,594

7 Liabilities

	2017	2016
<i>Amounts falling due in one year</i>		
Loans and overdrafts	31,044	31,044
Trade creditors	3,948	2,448
	34,992	33,492
<i>Amounts falling due after one year</i>		
Loans and overdrafts	47,800	90,933

Emmanuel Church Bicester PCC 2017

Trustees' Annual Report & Financial Statements

Notes to Financial Statements for Year Ended December 2017

8 Analysis of Net Assets

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total
Fixed Assets	1,249	-	1,119,621	1,120,870
Current Assets	52,194	100,000	27,550	179,744
Current Liabilities	(2,733)	-	(80,059)	(82,792)
	50,711	100,000	1,067,111	1,217,822

9 Funds Reconciliation

	Reserves at 1 Jan	Incoming Resources	Resources Expended	Transfers Between Funds	Reserves at 31 Dec
Unrestricted Funds					
General funds	53,142	239,891	(142,004)	(100,419)	50,611
Café	1,078	20,870	(22,267)	419	100
Designated Funds					
Building development fund	-			100,000	100,000
Restricted Funds					
Building fund	1,033,692	36,500	(37,175)		1,033,018
Missional House	-	20,000	(2,400)		17,600
ECO Town	-	5,500	(3,125)		2,375
Hardship fund	6,305	1,675	(1,340)	27	6,667
Healing fund	696	-	(180)		516
Kings Revival Church	15	1,055	(920)		150
Other restricted funds	192	941	(832)	(170)	130
Cherish ministry	1,729	30	(664)		1,096
John Williams fund	2,192	3,224	-	144	5,560
Total Funds	1,099,041	329,687	(210,906)	-	1,217,822

10 SOFA Comparatives (prior year)

	Unrestricted Funds	Restricted Funds	Total Funds
Income and endowments from:			
Donations and Legacies	130,904	44,185	175,089
Charitable Activities	21,825	-	21,825
Other Trading Activities	8,766	-	8,766
Investments	31	-	31
Total	161,527	44,185	205,712
Expenditure on:			
Raising Funds	10,035	-	10,035
Charitable Activities	140,213	10,222	150,435
Other	3,701	36,608	40,310
Total	153,949	46,831	200,780
Net Income/ (Expenditure)	7,578	(2,645)	4,932
Transfers between Funds	(11,789)	11,789	-
Net Movement in Funds	(4,211)	9,144	4,932
Total Funds brought forward (1st Jan)	58,431	1,035,678	1,094,109
Total Funds carried forward (31st Dec)	54,220	1,044,822	1,099,041

11 Mission giving, donations and outreach

	Unrestricted Funds	Restricted Funds	Total Funds
Mission giving and donations			
Bicester Christians Action - Food Bank	1,200	200	1,400
Care for the family	300		300
Cherish Ministry		664	664
Providers at Christmas		25	25
Christians Against Poverty	600		600
Churches in Bicester	360		360
Home For Good	100		100
Prison Fellowship (Angel Tree)		296	296
Through Faith Missions		75	75
Kings Revival Church - Sri Lanka	2,592	920	3,512
Latin Link - ministry support in Bolivia	1,200		1,200
Scott and Hillary Dalton - self supported minister	4	176	180
	6,356	2,356	8,712
Hardship and healing grants		1,520	1,520
Mission and evangelism			
Church outreach events	2,814		2,814
Schools outreach	308		308
Youth Worker	6,000		6,000
Youth mission support	1,000		1,000
Salaries/Wages			
Pioneer minister support	7,694		7,694
	24,172	3,876	28,048

12 Transactions with related parties

Remuneration and benefits

Name of trustee or connected party	Legal authority	2017	2016
Rev Erika Biscoe (Pioneer minister and wife of Chair of Trustees)	Contract of employment	7,694	6,242
Mrs Holly Howard (Café manager and wife of Tim Howard - Charity Trustee) - left July 2016	Contract of employment	-	2,566
Mr Andrew Matheson (Cleaner and Charity Trustee)	Contract of Employment	5,678	5,025

Other transaction(s) with trustees or related parties

Name of the trustee or related party	Relationship to the charity	Description of the transaction(s)	2017	2016
Mr Stephen Jolly	Charity Trustee	AV installation and maintenance work	318	487
Mr Steve Lindley	Charity Trustee	Various maintenance and electrical works to church building	223	210