

The Ecclesiastical Parish of
St Michael & All Angels, Offham

**Annual Report and
Financial Statements
of the
Parochial Church Council**

For the year ended 31 December 2012

Incumbent:

The Revd David Green
The Vicarage
138 High Street
West Malling
ME19 6NE

Bank:

Santander UK plc
Bridle Road
Bootle
L30 4GB

Independent Examiner:

Mr Brian Jones
Cherrywood
Pepingstraw Close
Offham
ME19 5PB

The Parochial Church Council of the Ecclesiastical Parish of St Michael & All Angels Church, Offham

Annual Report January to December 2012

Reference and administrative information

Background

St Michael & All Angels Church adjoins Church Road, Offham and is part of the Diocese of Rochester within the Church of England. St Michael & All Angels Church's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is a charity excepted from registration with the Charity Commission.

Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with *Church Representation Rules (2006)*. During the year, the following served as members of the PCC:

Incumbent and Chair:	The Rev'd David Green
Readers	Mrs Margaret Moore
Churchwardens	Mr Michael D Rowe M.B.E, J.P. Mr Stephen J Betts
Representative on the Deanery Synod	Mrs Jane Jordan

Elected members of the PCC:

Mr Brian Heath (*Hon. Secretary until 23 Apr 2012*)
Mrs Becky Robinson-Hugill
(*Hon. Secretary from 23 Apr 2012*)
Mr James Graham (*Hon. Treasurer*)
Mr Stewart Betts
Miss Kerri Canepa (*until 23 Apr 2012*)
Mr David Godfrey
Mr Philip Raggett

A standing invitation is extended to Offham Methodist Church to send a representative as an observer to PCC. This role is usually fulfilled by Mr Colin Wolfe, local lay leader of the Church.

Representative to the Churches Together in Malling	Mr Michael D Rowe M.B.E, J.P.
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Contact details

Correspondence may be addressed to: PCC Chair, St Michael & All Angels' Church, The Vicarage, 138 High Street, West Malling, ME19 6NE. It will normally be dealt with by the Incumbent.

Bank:

Santander UK plc, Bridle Road, Bootle, L30 4GB

Independent examiner:

Mr Brian Jones, Cherrywood, Pepingstraw Close, Offham, ME19 5PB

Structure, governance and management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. In this period the PCC was exempt by order from registering with the Charity Commission. The appointment of PCC members is governed by and set out in the *Church Representation Rules* (2006, London: Church House Publishing).

Committees

The Council is elected each year at the APCM by nomination from those on the Electoral Roll for the Parish. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. New members and officers are trained at courses arranged by the Diocese of Rochester; representatives from existing members attend occasional events to update and inform the PCC on new legislation, regulations and requirements.

The full PCC met bi-monthly throughout 2012 on planned dates in the Methodist Hall to discuss an agenda of policy issues, church management and ministry, fabric maintenance and finance. The PCC operates through a Standing Committee between full meetings of the PCC. This is the only committee required by law and consists of the Incumbent, Churchwardens, Secretary and Treasurer. Standing Committee decisions are reported back to full PCC meetings. If necessary, the PCC is able to convene extraordinary meetings at short notice to transact any urgent business; these meetings are usually held in church immediately following the Sunday morning service. No such meetings were required in 2012. There are no sub-committees.

The PCC has adopted a joint Vision Statement with our Methodist Church friends, which is displayed in the entrance porch.

Risk management

In its ongoing programme of risk management, the PCC intends in the coming year to work towards documented procedures for health and safety, and for handling disturbances at services (although this was not needed during 2012) and a fire risk assessment. The PCC regularly reviews the fire risks and other hazards of its church building so that they may be controlled and managed. In regard to child protection and policies for working with children and young people, the PCC follows the Diocese of Rochester's Child Protection procedures and policies.

Objectives and activities

Aims and objectives

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC is to co-operate with the incumbent, the Rev'd David Green, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Church life

Throughout the year, we have held one service on Sunday mornings at 9.15 a.m. The services have regularly included children's activities in the mornings and on the first Sunday of each month, a child-friendly 'Family Service' is held.

Midweek meetings include occasional prayer meetings and during Lent, a study group was held. St Michael's hosted a 'Benefice Service' at Epiphany – one of a series of such services at major calendar dates when we join together with other congregations in the embryonic 'Cluster' with the parishes of West Malling, Kings Hill, Mereworth and West Peckham.

Meetings and services of wider public benefit include an annual Village Service, special Family services on Mothering Sunday, Harvest and at Christmas. We also support various activities locally (e.g. the Offham May Day Fair) and internationally (via a range of missionary links). A new website for the church has been set-up and which includes information about the church and how to request baptisms, weddings and funerals. We share the site with the parish of West Malling and the embryonic church community at Kings Hill. The site can be found at www.stmichaelsoffham.org.uk.

St Michael's maintains a strong link with Offham Primary school. The school is not a Church School, but they visit the church building at several points during the year for certain major festivals and the Incumbent takes assemblies on a monthly basis.

Achievements and performance

'Review of the Year' by Rev David Green

2012 was, for St Michael's, a year of celebrations and also great sorrows. In some ways, we grew and in other ways we were forced to consolidate in this, the first full year of my Incumbency.

In 2012, we saw the formal arrival of a new start time for our services and a new format on the first Sunday of each month as we introduced a 'Family Service'. I am grateful to the congregations and wider community for their gracious flexibility in the earlier start time which has made overall ministry across the Cluster a little easier on Sunday mornings and, crucially, has allowed for more 'porch time' at the end of services in which I am able to converse with worshippers and welcome new faces.

In the 'Family Service' a non-eucharistic service format has been introduced and while it remains a work in progress and will be necessarily slow in its growth, I am encouraged by the new families and faces who we see at that service and who were not present for our other Sundays and the inevitable formality of eucharistic worship.

Combined with shifts in our singing repertoire and other fun and games, I am pleased that attendance at those services is creeping up and the number of children we see each month is very slowly growing.

We extended the Family Service format's use into several special services and it was used also on Mothering Sunday, Harvest and during the Christmas season to good effect. These services were well attended with participation from members of the Sunday School and congregation. Posters and fliers were used to encourage attendance at 'Back to Church Sunday' on 30 September and also on Remembrance Sunday on the 11th of November with varying levels of success.

During regular services, we have also begun to experiment with seasonal Communion booklets rather than the more regular eucharist in order to take advantages of some of the seasonal richness of our liturgy. The experiment in Lent was very well received and we are beginning to work our way slowly around the other seasons.

There was a good congregation representing the whole community for the eighth Offham Village Service at 6.00 p.m. on Sunday, 24th June with this year's theme "A Diamond Jubilee Celebration" to coincide with one of the major events of 2012: the Queen's 60th anniversary of her accession to the throne. Alongside prayers and hymns, Offham School Choir were present with their Headmaster, Phillip Hunter, and other staff to perform a jubilee song. The Sunday School performed a play and local people gave their recollections of Offham during the fifties and sixties, seventies and eighties, and nineties and noughties! Our thanks go to David Godfrey and Jane Jordan for all their efforts in putting the service together and to the various village organisations who participated and offered their support. It has become an essential feature of the village's summer calendar.

At the Harvest Festival there was the usual Service of Thanksgiving for the Harvest which took place this year on 23rd September. It was followed by a combined Harvest lunch with our Methodist friends at 12.30 p.m. in the Offham Methodist Hall. This was very well supported and an opportunity for the whole community of the village to gather together to give thanks for the generous bounty of our world.

Christmas proved to be a valuable and well-attended period of the year. Our Carol Service welcomed a guest choir from my old parish of St Philip & St James, Walderslade. I'm grateful to Richard King for being willing to come with his choir and it was extremely well received by all. The Christingle service was extremely busy and its usual delightful mixture of chaos with the children and the indescribably simple beauty of the Incarnation.

This year, we have also spent some time reflecting on our mission as a parish within our village community. I led a small team of people as we attended a Rochester Diocesan event entitled 'Beyond the Big Society' where Dr Rowan Williams, Archbishop of Canterbury was the keynote speaker. In the wake of the event, we met up again to consider how we, as church, may be able to make a difference locally and that conversation and reflection remains ongoing.

In the summer, members of the congregation joined the PCC for a Parish Away Day (together with West Malling) led by Canon Jean Kerr, at St Martin of Tours, Chelsfield. Using material from *The Healthy Churches Handbook*, we considered our future together as church and set ourselves some goals for the development of our congregation, our building and our community. Over the following six months, the PCC continued to work on that material and have come up with two key priorities for our future development: firstly, the place of children and families and developing our provision to them and secondly, considering how our building may be better utilised to serve the needs of our local community in our present day and age.

This year has also been a year of studies! Our annual Lent Course took place once again in conjunction with the Methodist Church in Offham. Five weekly afternoons considered the York Course's *Handing on the Torch* and how we might as individual Christians, and churches respond to the Gospel imperative in our often irreligious Western world.

In 2012, we also initiated a new House Group at the Vicarage for mutual support and encouragement, Bible study and prayer. That one group has now become two groups as it has grown; one of which now takes place in the parish of Offham. I'm grateful to the leaders of both groups for this valuable contribution to our parish life, spiritual support and discipleship development.

In 2012, Stewart Betts organised the re-introduction of monthly Prayer Meetings on behalf of the whole Benefice as we got together to reflect on our concern for the Church ministry in the Malling area and praying for God's guidance in these times of change and opportunity.

This year has also been a year of sorrows. In 2012, several members of the congregation have died, including former Churchwarden John Marshall and former long-serving Sunday-School leader Margaret Betts and Offham Society Chairman John Hancox. It was a privilege to be involved in the leadership of their funerals and the pastoral care of their families. We give thanks for their friendship and their partnership with us in the gospel over many years here and we miss them very much.

In October, Offham suffered tragedy when a local teacher died in childbirth. The church became a centrepiece of remembrance and a place for mourners to find comfort. The church remained open for about seven days and a Book of Remembrance was made. Staff, pupils and parents who wished to pay tribute were able to place candles on the altar and say quiet prayers and the church was extremely busy for an event and a tragedy that touched many people both young and old. As Incumbent, it was my privilege to be invited by the Headmaster at Offham Primary to be with staff in their mourning and to support the children, parents and staff in the weeks that followed.

I am grateful to St Michael's congregation alongside St Mary's, West Malling and Kings Hill for being willing to sacrifice and make allowances for one another and, in so doing, expressing our collegiality as churches in a common mission. Given that we have said goodbye to several members of our congregation this year, I was heartened to see, statistically speaking, that our numbers have held steady. It is an indicator, that despite such sadnesses, we have had the joy of seeing new worshippers join the church as well.

In expressing our commitment to the wider Church, regardless of denomination, this year we partnered with Offham Methodist Church in delivering details of Christmas services to every home in Offham. Members of the congregation also took part in events organised by Churches Together in Malling, particularly an ecumenical service for the Week of Prayer for Christian Unity at Aylesford where I was honoured to preach. We joined in a Hunger Lunch at Larkfield Methodist Church followed by a short 'Songs of Praise' during Christian Aid Week; and many of us joined the Good Friday Walk of Witness in West Malling. A service at St Peter and St Paul Church, Leybourne for the Women's World Day of Prayer used material prepared by Christian women in Malaysia on the theme 'Let Justice Prevail'.

I am enormously grateful to all those who contribute to make St Michael's what it is. In particular, I would like to thank Mike Rowe and Stephen Betts, as Churchwardens, for their able assistance and lay leadership. James Graham deserves enormous credit for his work as Treasurer and I'm grateful to Brian Heath and now also Becky Robinson-Hugill for fulfilling the role of Secretary so well. I am also grateful to Margaret Moore and Graham Green who have done so much to lead worship and help care for the pastoral needs of the parish.

Reviewing this documentation in detail will give hints and echoes of a whole host of people who contribute in all sorts of different ways to our church, and I am grateful to everyone who participates and uses their talents to serve us all. On behalf of the PCC, I would particularly like to express our thanks to all those who give their time and talents to help in the running of St. Michael's Church; the Sunday School leaders, Dennis Woodland who has continued to play the organ for the weekly services, Nicola Mackrill and her team of flower arrangers who help to keep St Michael's as such a pleasurable place in which to worship. We also thank all those who do regular cleaning in the church under the supervision of Anne Betts. Mike Rowe continues to ring the three bells for regular services and weddings, assisted by Jane Jordan and Stewart Betts on occasions. We thank also those who prepare a welcome and handle refreshments after Family Services and everyone who works so hard to make St Michael's church a place with a genuine future and hope.

Church Attendance

There were 43 parishioners on the Church Electoral Roll in 2012, (down five from 2011, three deceased, three moved away, one added). The average weekly attendance, counted during October 2012 was 23 adults and 5 children. In terms of adult worshippers, while the Electoral Roll has gone down, the average attendance has gone up slightly by two from 2011.

There were 49 Communicants at Easter with 63 in attendance. There were 40 Communicants on Christmas Eve/Christmas Day and 62 people who attended services over the two days.

As in previous years, certain seasonal events and services were very well attended. 38 people attended the Harvest service, 55 were present for the Christingle and on Remembrance Sunday, the attendance was 48.

Occasional offices

During 2012 there was one wedding service, two funerals in church, three cremations, one interment of ashes, and five baptisms.

PCC meetings, a summary of the year (including Fabric, equipment and other expenditure related issues)

The PCC met five times during the year, and meetings were well attended. In addition there was the Annual Parochial Church Meeting and Vestry Meeting.

Key issues discussed during the year included:

1. Repairs and refurbishment to the Church buildings. Such work included the installation of a new gas boiler, repairs to the church clock, and matters from the Quinquennial report including overhaul of the roof and clearing gutters.
2. Ongoing discussion about the allocation of church away-giving to missionaries both in this country and overseas and how (and for how long) this support should be made. We discussed under this heading the support of possible new mission links as well as existing links.
3. Plans for improving communications, including arrangements for the church website and the production of the parish magazine.
4. Arrangements for the photocopier contract and its eventual replacement.
5. Discussion about the future both in regard to ministry and the maintenance and utilization of our fabric. A matter under consideration was how to move the start time of our main Sunday services and the use of seasonal material in liturgy.
6. The lock to the small wall safe just inside the doorway to the church, which was forced and the contents stolen, had a new lock fitted.
7. Estimates for the continuation of the **cemetery boundary fence** along the eastern edge of the new churchyard by the roadside have been obtained and plans laid for the necessary preliminary clearing of the bank. The next step is to apply for a faculty for the work.
8. Discussions about matters of concern within the Deanery and Diocese, particularly the move to admit women to the Episcopate.
9. Minor fabric and other expenditure costs.

Grants

Our giving to charities continued the policy of previous years. The donations and collections at the services during the Christmas period were £113.10 at the Christingle, which was donated to The Children's Society, Think Twice and The Church Army; and £135.72 at the Parish Carol Service which was donated to CMS, Tearfund and the Banunule School in Kampala.

The Church also raised £572 for the Children's Society by means of collection boxes.

Sunday School Review by Jane Jordan

St Michael's Sunday School meets every Sunday during school term time except for the first Sunday in the month when the Family Service includes the children within the main act of worship that week. Through craft activities, story-telling, dramatic productions and having fun together, our aim is to give the children attending Sunday School an appreciation of Christian values and bible stories. Sunday School meets for one hour every Sunday during term time, following on from the main Sunday service, and aims to cater for children from as young as 2 ½ years to mid-teens.

In 2012, the Sunday School was led by Sarah Raggett, Jane Jordan and Linda Graham until September when Sarah Raggett stepped back from taking an active role and David Godfrey and Clare Innes stepped forward to take a more active role in leading the Sunday School. We are thankful to Sarah for all her years of service in this role. Linda Graham is our nominated Child Protection Officer.

St Michael's sponsors a child through Biblelands. During the year a number of letters, cards and pictures are exchanged between our sponsor child and Sunday School.

During the year we have been involved in a number of Special Family services. At the Remembrance Day service the children compiled a quiz about Poppies and the Unknown Warrior and involved the congregation in making our own small basket of poppies. At the Christingle service, the children retold the timeless story of the First Christmas with a scratch nativity play and sung *Away in a Manger* by the candle light of the Christingles. For Christmas the children create a nativity scene on the font and at Easter the font was transformed into an Easter Garden depicting the three crosses of Calvary and Christ's tomb.

For older children, we participate in the provision of a Youth Group for year nine and above which is run for the whole benefice by David and Kerry Green and Christie Ransom. It was established for the first time in 2012 and three teenagers from Offham have regularly attended their mid-week study sessions each fortnight.

Public Benefit

On the previous six pages of this report, the PCC has profiled regular aspects of church life, meetings and services of wider public benefit, special events, occasional offices and grants given. While the church is a charity, our income was such that there was no need to register as a charity in 2012, the PCC is committed to best practice. As a result, listing our activities in the way that we have, enables us to meet the criteria of "Public Benefit" that might apply if our income moved above £100,000 a year and thus demanded registered charity status.

Financial Report

Review of the year

The PCC's total receipts on its own unrestricted funds were £16,872 (down from £17,385 in 2011) and are detailed in the financial statements.

The Charities Act 1993 requires, where a charity's total income exceeds £100,000, that the Trustees must prepare financial statements on an accruals basis. It is also a requirement to restate the prior year's figures on an accruals basis for comparison purposes. Whilst this was not a requirement in 2012 or 2011, in order to have consistency in the reporting with previous years, the accounts have still been prepared on an accruals basis.

Overall day-to-day financial affairs showed a loss of £3,761 before other recognized gains and losses (in 2011 there was a surplus of £2,748 before gains and losses).

Costs in 2012 amounted to a figure of £20,633 compared to the 2011 figure of £14,637. The 2011 amount was lower primarily due to the fact that the vicar's stipend was only payable for approximately three and a half months in the year. Parish Share was paid of £4,600. It represents money levied by the diocese on churches in the deanery according to a formula that is based mainly on the head count of congregations and income.

Funds

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

Restricted Funds

Currently the PCC has two restricted funds, namely the Friends of Offham (FOO) and the Church Repair Fund. The FOO is specifically for the repair and larger maintenance items associated with the fabric of St Michael's Church and the Churchyards. The money for this fund comes from donations specifically given for this purpose and also from charitable trusts and the like, which grant or donate monies for these purposes. The majority of this money is deposited with the Church Board of Finance (CBF). The Church Repair Fund is a fund specifically set aside and held by the Diocese for the repairs to the Church deemed necessary by the quinquennial inspection. All this money is deposited in accounts held by the CBF.

Statement of Assets and Liabilities

The following assets are not recognised in the Statement of Assets and Liabilities:

- i. Consecrated and beneficed property of any kind is excluded from the accounts by the Charities Act 2011.
- ii. Movable church furnishings held by the churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory, which can be inspected at any reasonable time.
- iii. Other fixtures and fittings where the PCC is free to dispose of such assets without faculty are written off when the asset is acquired.

The following assets are recognised and a monetary value is given as part of the description in the Statement of Assets and Liabilities:

- i. Amounts owing from the Inland Revenue where a formal claim has been made.
- ii. Any other amounts owing to the PCC including insurance claims.
- iii. Closing bank balances are shown in the receipts and payment account.

The following liabilities are recognised in the Statement of Assets and Liabilities:

- i. Any loans or overdrafts advanced to the PCC.
- ii. Any arrears in Diocesan Parish Share.
- iii. Creditors for goods or services where supply has been received and invoiced by 31 December.

Reserves policy

Normally it is the PCC's policy to maintain a balance on unrestricted funds, which equates to approximately four months' unrestricted payments, to cover emergency situations that may arise. The balance of £7,013 at the year-end was below this target. All other monies are held either in restricted or designated funds, and as such are outside of the Reserves Policy.

Comment on financial matters from the Priest-in-Charge

The loss in 2012 is deeply concerning. Our income was down from 2011 and our costs significantly higher. It is the considered opinion of our Treasurer that another year like 2012 would wipe out our general fund reserves.

The finances were aided during 2011 on the basis that an Incumbent's stipend was being saved for the first half of the year. There was no such relief in 2012.

In the coming year, it must be a priority for the PCC to address financial concerns and seek to raise income levels and reduce costs so that we can rectify the trend of the last few years in which losses of several thousand pounds have been made each year.

This report was approved by the PCC on Monday 18th March 2013 and signed on their behalf by

Rev'd David Green (PCC Chair)



ST MICHAEL'S CHURCH, OFFHAM

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2012

General Fund Receipts & Payment Account

	£	2012	£	2011	£
Receipts					
<u>Incoming resources from donors</u>					
Planned giving - Gift Aided	9,937			9,075	
Income tax recovered	2,347			2,496	
Planned giving - non Gift Aided	550			770	
Collections and other giving	2,064			1,393	
Alms box & sundry donations	154			2,120	
			15,051		15,853
<u>Other voluntary incoming resources</u>					
Appeals & Donations (Restricted)	573			491	
Grants & Legacies					
Market, Harvest Supper & Christmas Bazaar					
			573		491
<u>Income from charitable and ancillary trading</u>					
Sale of magazine					
Fees	1,240			1,028	
Insurance claims					
Sale of assets					
Sale of goods					
Investment Income	8			13	
			1,248		1,041
Total Receipts			16,872		17,385
Payments					
<u>Grants</u>					
Giving to charities	1,518			1,287	
			1,518		1,287
<u>Activities directly relating to the work of the Church</u>					
Parish Share	4,600			4,400	
Ministry costs	8,492			1,796	
Expenses	1,322			380	
Church running expenses	2,879			4,849	
Building & churchyard maintenance	798			-	
Quinquennial Repairs	-			278	
Magazine	-			-	
Sunday school supplies	-			-	
Mission costs	-			20	
Sequestration expenses	-			1,060	
			18,091		12,783
<u>Fund raising and church administration</u>					
Cost of bazaar & fund-raising events	-			-	
Replacement of furnishings	-			-	
Photocopier	670			-	
Administration	353			567	
			1,023		567
Total Payments			20,633		14,637
Excess of Payments over Receipts			- 3,761		2,748

General Fund Receipts & Payment Account (cont'd)

	2012		2011
	£	£	£
Bank current account at 1 January	<u>10,690</u>		<u>7,942</u>
Bank current account at 31 December	<u>7,013</u>		<u>10,690</u>
Receipts not credited	205		
Cheques not debited (Nos)	- 289		
Adjusted current account balance	6,929		

Friends of Offham Receipts & Payment Account - Restricted Fund**Receipts**

Donation Friends of Kent Churches	356		565
Restricted donations -Gift Aided	-		-
Income tax recovered	-		18
Restricted donations - non Gift Aided	500		-
Administration Rebate			64
Interest from CBF Deposit Funds	<u>30</u>		<u>11</u>
		886	658

Payments

Donations	-		-
Transfer to CRF			2,000
		<u>-</u>	<u>2,000</u>

Excess of Receipts over Payments

	886		- 1,342
Bank current & deposit accounts at 1 January	<u>8,397</u>		<u>9,739</u>
Bank current & deposit accounts at 31 December	<u>9,283</u>		<u>8,397</u>

Independent Examiner's Report to the PCC of St Michael & All Angels, Offham

I report on the accounts for the year ended 31st December 2012, which are set out on pages 12, 13 and 14.

Respective responsibilities of the PCC and the examiner

As the charity's trustees you are responsible for the preparation of the accounts. You consider that an audit is not required 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 of the accounts was under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission under the Act.

An examination includes the 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 management committee concerning any such matters. The procedures undertaken do not provide all evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

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

to keep accounting records in accordance with s.130 of the 2011 Act; or

to prepare accounts which accord with these accounting have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Brian Jones
Cherrywood
Offham
Kent

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10 April 2013