

Parish Financial Summary for Year Ending 5th April 2020.

INCOME¹

<u>Offertory Collection</u>	Gift aided regular giving envelopes	£19,842
	Loose plate collection (GASDS eligible) and other Gift Aid donations and non Gift Aid donations	£18,410
		£1913
	Total:	£40,165

Other Revenue Streams

Hospital Chaplaincy:	Fr Liam's NHS salary paid to parish.	£5506
Hall Hire:		£1756
Fund Raising events:		£1374
Votive Candles:		£1646
Other smaller incomes:	Including newspapers, piety shop, flower collections etc.	£3114
Special Donations:	Including a donation for parish bell, altar cloths, organ	£235
Tax Repayment:	Gift Aid and interest earned on account	£7694
Other Sundry Income:		£1103
	Total:	£22,435

Grand total of revenue available for parish disposal **£62,601**

Additional Income

Third Party Income:	Money raised to be spent on 3 rd parties, incl. Christmas offering	£4877
External Collections:	Catholic Church charities; CAFOD, AoS, Holy Places, Day for Life etc.	£2154
Diocesan Second Collections:	Menevia charities; Sick and Retired Clergy, Education Sunday etc.	£1677
Miscellaneous Income:	Incl. other charities, flood appeal, Get the Boys a Lift, P. Sartori etc.	£3380
Extraordinary Income:	Incl. VAT Rebate, Gas Board repayment etc.	£657
	Total:	£12,746

EXPENDITURE

<u>Clergy</u>		
Petrol and travel expenses:		£8578
Allowances (clergy remuneration/salary):		£6000
Retreats:		£1303
Supply Cover:		£1252
NI Contributions + Healthcare Scheme		£124
	Total	£17,257

Housekeeping Expenses:	TV License, Provisions, Cleaning, Sundries	£7588
Church Expenses:	Candles, Flowers, Altar Breads, Wine etc	£5453
	Total	£13,041

<u>School</u>	Parish Donation to School	£245
<u>Premises</u>		Total

	Churches	Hall	Presbytery	Total
Rates/Council Tax	Nil	Nil	£1715	£1715
Water	Nil	£219	£381	£600
Gas/oil	£1452	£714	Nil	£2166
Electricity	£859	£572	£628	£2060
Fire Equipment	£221	£75	£45	£341
Grounds Care	£450	Nil	Nil	£450
Repairs & Maintenance	£303	£197	£230	£730
Insurance Costs	£808	£404	£1154	£2366
Other Expenditure	£1647	£148	£401	£2196
			Total	£12,626

Financial Charges

Diocesan Levy		£12,672
Bank Charges		£45
Diocesan Admin Charge		£268
	Total	£12,985
Charitable donations from parish		Total £1492

¹ Please note that all figures are given to the nearest pound. Therefore totals given may not be the exact sum of each column.

<u>Office and Administration</u>			
Printing and Stationery:		£3361	
Telephone & Internet:		£868	
Postage:		£272	
Computer Supplies:		£181	
Miscellaneous and Sundry:		£nil	
	Total		£4682

Fund Raising and Other Expenses

Candles:		£462	
Newspapers:		£687	
Bookshop Purchases:		£1067	
Fund Raising Expenses:		£343	
Other:		£32	
	Total		£2593

Miscellaneous Expenses	Christmas gifts for servers, organ for Narberth, hospitality	Total	£2184
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Total expenditure for the parish £67,104

Additional Expenditure

Third Party Expenditure:		£4877	
External Collections:		£2154	
Diocesan Second Collections:		£1677	
Miscellaneous Donations:		£3380	
	Total:		£12,089

Extraordinary Payments

Gas bill resolution	Total:	£6011
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Grand Total of expenditure by the parish £85,205

SUMMARY OF THE YEAR

<u>Parish</u>			
Parish Income:	(a)	£62,601	
Parish Expenditure:	(b)	£67,104	
	Parish Surplus:	(a-b)	(£4503)
<u>Additional</u>			
Total Other Income:	(c)	£12,746	
Total Third Party Payments:	(d)	£12,089	
Total Extraordinary Payments:	(e)	£6011	
	Additional Surplus/expenditure:	(c-d-e)	(£5354)
	Final surplus for year		(£9,857)

RECONCILIATION

<u>Opening Balances</u>		<u>Closing Balances</u>	
Cash in hand:	£424	Cash in hand:	£296
Primary Bank Account	£78,992	Primary Bank Account	£71,723
Pilgrimage Account	£3196	Pilgrimage Account	£3604
Final Surplus at year end	(£9857)	Outstanding Cheques/Payments yet to clear	£2867
Total	£72,756	Total	£72,756

I certify that the above summary is a true reflection of the parish accounts,



Rev. Liam F. Bradley VF

Note to accompany the Parish Financial Summary for the tax year ending 5th April 2020.

Income

In previous years I've compared the current statement with the previous year's. However, this year such a comparison could give rise to a distorted picture, because the previous tax year contained various extraordinary factors, which would make for an unhelpful comparison. For example, in this tax year, the total revenue available for parish disposal was £62,601 compared to £90,222 previously: this would suggest we've suffered a reduction of almost £30k pounds. We mustn't forget, however, that the previous year saw the parish benefit from a large legacy, and several years of outstanding gift-aid being paid. A better comparison is two years ago when the income for parish disposal was £56,240. With this comparison, we could say our income has increased by just over £6k. For a more comprehensive picture, here's the parish income for disposal, and the parish income raised for charities, over the past few years:

Tax year ending	Income for parish disposal.	Income for non-parish use. (i.e. raised for other charities).
2020	£60,601	£12,746
2019	£90,222	£21,535
2018	£56,240	£11,213
2017	£54,354	£10,979

Excluding the bumper year of the year ending April 2019, we can see that our income for both parish purposes and charitable purposes has steadily increased.

Last year I made reference to a new way Gift Aid would work. As well as tax-paying parishioners filling in a parish 'Gift Aid Declaration Form' to collect that rebate in the usual way, it's also become possible for a limited amount of additional Gift Aid to be collected on *cash donations where no form has been filled in*. This is called 'GASDS' (Gift Aid Small Donations Scheme). GASDS can be collected for each church plate collection, for each church providing that there are a more than a minimum number of people present. As such, I took the decision to count the income from Narberth separately from the income of Haverfordwest, thus allowing two GASDS claims. These current figures show a Gift Aid income of £7670 based on the revenue of the previous tax year (i.e. ending April 2019 and based on an income of £90,222). The new accounting system, whereby both Gift Aid and GASDS can be collected shows that the claim made for this year (i.e. ending April 2020 based on an income of £62,601) will be £7813. I'm pleased to report this money was paid into the parish this week and will be noted in the figures I shall publish in 12 months' time.

That's all good news, but it does mask the fact that our Sunday collections have decreased. This year the Sunday collection income reduced by just under £3k from £42,986 to £40,165; a reduction of £2822. This could be a result of the congregation getting smaller. The general trend for donations to the parish doesn't paint a brilliant picture: two years ago parish donations showed an increase of 7%, then last year I reported that Sunday giving to the parish had all but stagnated, while this year I'm reporting a drop. Why has the overall income for parish disposal shown an increasing trend, while the money donated by parishioners has reduced? This is because other revenue streams have increased, which masks the fact that donations to the parish are down. For example, the revenue generated from the hire of the Hall has increased year-on-year (year ending 2018 gives an income of £1282; year 2019 gives income £1418 and year 2020 gives income £1756) and, more significantly, my hospital chaplaincy work is contributing more to the parish.

Last year the hospital generated an income of £4171, which has increased by 32% to this year's income of £5506. The marked increase in due, in part, to the tax code being changed on this income. I've previously stated that too much tax was being paid on chaplaincy income, and the Diocese is now helping me to reclaim this money. I'm sorry to report that this hasn't yet happened, but I hope resolution will come in the near future. The work I do at the hospital represents just under 9% of total parish income. Please be aware that I get nothing from the hospital salary, which is paid directly to the parish.

I've said this each year, and I do wish to repeat myself, but if you're paying tax then your contributions to the parish are eligible for Gift Aid. Please do complete a Gift Aid declaration form so that the parish can claim an additional 25p for every £1 you give. Please be aware that I will never know how much money individual person gives. If you're making a donation of £10 each week then, by filling in a declaration form, the parish will gain an additional £130! This does make a massive difference and I'm not sure why every taxpayer doesn't do this. If you're a taxpayer, who is reticent to fill in a declaration, they I'd love to know why so that I can address any concerns you may have. Even the Christmas Day and Easter Sunday offerings, which are used to support the clergy as part of their income, are eligible for Gift Aid (which adds additional revenue to the parish account - clergy never get personal Gift Aid).

Expenditure

This year clergy costs have shown a modest increase from £16,992 to £17,257: a rise of only of £132 each for myself and Fr Matt! This covers our remuneration (£3000 each per year) along with several other expenses, the largest of which is the fuel bill. Owing to the location and size of the parish, it has always been the case that Pembrokeshire parishes have a bigger need to spend on petrol when compared to the city parishes. Interestingly, the spend on

transport this year was only £1 more than the previous year, showing that we're quite consistent. After the fuel spend, the next largest outgoing for the clergy is the housekeeping expenses which have risen by only £313 to £7588. This represents our joint, annual living costs in the house and covers food, domestic cleaning and laundry products, TV License, light bulbs, cooking utensils and various other sundry items.

It should strike you as odd that the gas bill for the presbytery this year was nil. This is not to say that we haven't been using gas in the house: gas is used for heating and cooking. Rather, this comes about because of last year's monumental mess-up by the gas supplier. You may recall they deposited several thousands of pounds into our bank account in error and, while they didn't initially want their money back, it still had to be returned. In fact, the attached accounts show an extraordinary payment of £6011, which is to British Gas. In trying to resolve errors in billing, it was then discovered that the ombudsman doesn't allow British Gas to charge for several years of back payment errors when the mistake is on the part of the Gas Board. This is to protect companies and charities, who have been acting in good faith, from being suddenly saddled with an extraordinarily large bill. Therefore, while we have given them back their money, we are also in credit to British Gas and are continuing to use gas for which we have a credit note.

The next point of note is electricity. The meter readings for the church use of electrical power didn't seem quite right this year. In fact, after some investigation, I discovered that our traditional mechanical-style electrical meter was broken. Initially all looked well, but if you watched the wheel go round for long enough, the numbers would stop going forwards and start to wind backwards! I've no idea how long this situation has been continuing but a new meter has now been installed. Undauntedly this will reflect in a larger (but correct) electricity bill next year.

Savings as a result of changing the telephone contract half way through the year have now started to show and the annual 'phone and internet costs have reduced from £1235 to £868. I hope this figure will be even smaller next year. Printing and stationary costs have increased, but I hope this will reduce next year because I've now negotiated a new photocopier contract with reduced costs. I have to report, however, that the copier firm then added on additional insurance costs which I didn't ask for (the copier is covered by the diocesan insurance scheme). As such, the first couple of bills were higher than expected. Having realised what was happening, the Diocesan Financial Office is now working with Xerox Finance to stop further payments for unnecessary insurance being paid. Overall the cost of the parish office shows a negligible saving of £120, so we're broadly consistent with last year.

The total expenditure of the parish has reduced this year from £17,823 to £12,626 a saving of almost 30%. This is because almost no maintenance took place last year. This is something which needs to be looked at: an examination of the outside of the presbytery shows that various elements need repair work – the paintwork is failing and exposed wood/stone is starting to show the signs of needing repair. There are also more significant matters which need to be addressed. This includes the bell turret at the church in Narberth, which has possibly moved and is becoming a cause of concern. This needs to be assessed professionally. Also, I'd hoped work on the Resources Room and boundary wall at Haverfordwest would have begun by now as both are in a poor state of repair. It had been my dream to have these works complete by the end of this year and yet, so far, nothing has even started. I am frustrated by the diocese which is seemingly unable to offer enough support to get these projects underway. This is most frustrating. There is a very kind person in the parish who has started to speak with the Diocese on my behalf when it concerns the buildings and health and safety. I'm most grateful to that person, who has discovered that the diocese is not the most efficient. In the past few years the focus of the diocese has seemly been on other projects. There is funding available for us to start some of the bigger works and I want these projects to be advanced. I know that building projects are outside my range of competence, so any help I can have in this regard will be gratefully received.

When current figures are compared to previous years, then our numbers do generally look good. However, when income is compared with outgoings within the same year, then another picture starts to emerge. This year the parish closed its account £9857 worse off. Here are the figures for the parish end of year surplus/deficit for the past 4 years.

Tax year ending	Surplus/deficit	Observations
2020	(£9,857)	
2019	£30,124	Includes a large legacy and several years Gift Aid rebate.
2018	(£27,340)	This year we paid for the restoration works at H-west.
2017	£1,905	

The debt of the parish works which we undertook in 2017 was offset by the large income we received the following year. The Lord does indeed provide. This year, however, the parish operated at a loss of almost £10k and, if we do require more spending on maintenance, then I suspect next year's figures will also show a shrinking bank balance.

COVID-19

Although the present pandemic is not reflected in this year's figures, I'm sure it will have an effect on next year's balance sheet. Many of you have asked how the parish is coping at this time, so let me address those issues now.

Since the lockdown started there has been no income from the Sunday plate collection. Nevertheless, those who have set up a direct debit with the parish have been very good in allowing this to continue. Many thanks for your continued support. A small number of parishioners have been thoughtful enough to post a donation and I'm grateful for those cheques/envelopes. Please note that these are being kept safe but, at the moment, cannot be banked. The policy is that two people count the parish income, and then cross-check to make sure there are no anomalies. This money is then banked. The clergy (nor any single individual) have involvement with this process, such that accountability can be maintained. We're living in extraordinary times and there may be some who would say that I should now apply extraordinary measures by banking the money myself. However, it is precisely at these moments when accountability should be maintained so that no suspicion could arise from these rather unique circumstances. Additionally, the parish is not currently struggling and the benefit of cashing a few outstanding cheques would be modest in comparison to the global annual income.

If you would like to support the parish during lockdown there are various ways you can do this: 1) by making a regular payment with a standing order, 2) by giving a one-off donation electronically with BACS, 3) by continuing to use your parish envelope each week, but keeping them at home until the church re-opens.

If options 1 and 2 seem like something you can help with, then please do email me for the bank account numbers or direct debit form. Alternatively you can still post a cheque to the parish (but note that it won't be cashed until social distancing has eased and the counters can work together in a pair). Please do not post cash to the parish as this is quite insecure and cash is not kept on the premises.

During this time of lockdown, Fr Matt has been supporting Tenby parish as their supply priest and Tenby parish are meeting his current expenses. While Gregory Beckett has been living in the parish and hasn't been in seminary, so the seminary have been contributing to his costs in lieu of expenditure they've not otherwise incurred.

If you have any further questions about these figures, please don't hesitate to get in contact with me. Part of my ministry is the good stewardship of parish resources and what you have here is a summary of a full parish breakdown, which is freely available for inspection upon request. This report has been made with the gracious help and support of Jenny Harrison who keeps the parish books. Both myself and Fr Matt are indebted to her for the support she offers and for the many hours of hard work she freely contributes.