

PARISH OF ST THOMAS : RONDEBOSCH
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

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REPORT OF THE INDEPENDENT AUDITOR

To the Rector and Church Wardens of the Parish of St Thomas, Rondebosch:

I have audited the annual financial statements of St Thomas set out on pages 2 to 6 for the year ended 31 December 2017

In common with similar organisations, it is not possible for the Parish to institute accounting controls over cash collections prior to the initial entry for collections in the accounting records. Accordingly, it was impracticable for me to extend my examination beyond receipts actually recorded.

In my opinion the financial statements fairly present in all material respects the financial position of the Parish at 31 December 2017 and the results of its operations for the year.

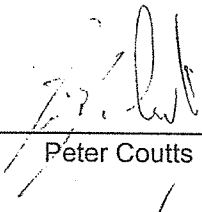


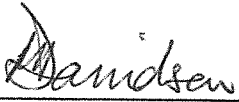
Graham Collins
Cape Town
27th February 2018

ST THOMAS'S CHURCH

BALANCE SHEET AS AT 31 DECEMBER 2017


	Note	2017 R	2016 R
CAPITAL EMPLOYED			
General Fund		644 504	920 754
Accumulated Surplus		644 504	920 754
Reserve Funds		1 206 950	1 826 620
Property Development Reserve	4	587 386	1 170 382
Property Maintenance Reserve	4	619 564	656 238
Special Purpose Funds		223 931	235 973
Church and Outreach Funds	4	152 978	154 775
Council Discretionary Fund for Staff	4	70 953	81 198
		<u>2 075 385</u>	<u>2 983 347</u>
EMPLOYMENT OF CAPITAL			
Current Assets		2 217 987	3 216 455
Prepayments & Debtors	5	1 028 355	1 033 289
Diocesan Board - General Call Account		276 767	742 754
Diocesan Board - Development Call Account	6	587 386	1 206 622
Cash in Bank and on Hand		325 479	233 790
Current Liabilities		(142 602)	(233 108)
Creditors	7	(142 602)	(233 108)
Total Net Assets		<u>2 075 385</u>	<u>2 983 347</u>

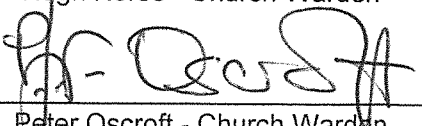

Peter Coutts - Treasurer


Margie Davidson - Administrator

APPROVAL OF THE ANNUAL FINANCIAL STATEMENTS

The annual financial statements set out on pages 2 to 6 have been approved by the Parish Council and are signed on their behalf by:


Hugh Norse - Church Warden


Peter Ocroft - Church Warden

18/03/16
Date

18/03/16
Date

ST THOMAS'S CHURCH

INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2017

	Note	2017 R	2 016 R
INCOME			
MINISTRY INCOME			
		1 777 357	2 749 086
Collections		166 183	184 223
Pledges		1 299 040	1 375 837
Bequests and Legacies		292 144	1 171 772
Donations Received		9 495	1 929
Thanksgiving Gifts		10 495	15 325
NON MINISTRY INCOME			
		432 843	422 300
Hall & Nursery School Rental		211 280	199 114
Interest Received		22 460	48 597
Rental of Rectory		199 103	174 589
Total Income		<u>2 210 200</u>	<u>3 171 386</u>
EXPENDITURE			
ASSESSMENT			
		838 332	785 301
Diocesan Assessment		421 620	413 352
Parish Assessment		416 712	371 949
DONATIONS			
		57 648	174 472
Thanksgiving Gifts Allocated	8	10 495	15 325
Donations - Other		5 440	5 957
Tithing Allocations	8	41 713	153 190
MINISTRY			
		77 908	107 106
Books & Publications		11 535	4 519
CD's, Tapes & Sheet Music			1 712
Children's Church		3 468	9 199
Communion Wine, Wafers & Candles		5 800	5 260
Conferences, Seminars and Retreats		-5 305	8 765
Gifts		3 243	13 324
Parish Functions		-1 005	13 577
150th Anniversary Activities		-26 279	3 980
Messy Church		38 666	
Parish Magazine - Printing, Postage & Website Costs		6 910	8 250
Rector's discretionary			5 000
Security - Sunday Services		6 610	
Teas, Coffees & Parish Breakfasts		4 401	7 210
Vestments		3 520	2 507
Visiting Preachers and Musicians		5 600	20 185
Youth Ministry & Young Adults		20 744	3 618
Total Ministry Expenditure		<u>973 888</u>	<u>1 066 879</u>

ST THOMAS'S CHURCH

INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2017

	Note	<u>2017</u>	<u>2016</u>
		R	R
EXPENDITURE (Continued)			
BUILDING MAINTENANCE		53 168	47 865
Building Maintenance - Church		22 052	13 410
- Hall		19 718	3 883
- Office & Teen House		7 663	12 706
- Rectory		3 735	17 866
PROPERTY & ASSET RUNNING COSTS		417 211	343 163
Electricity and Lighting		111 117	75 767
Church Furniture & Fittings		4 512	13 628
Gardeners Wages		137 691	132 637
Ground Maintenance		33 363	50 289
Hall Furniture & Fixtures		21 330	625
Insurance Premiums		20 464	16 989
Municipal Services		18 543	24 751
Office & Teen House Furniture & Fixtures		3 011	9 113
Organ, sound system & Piano Maintenance		35 224	6 129
Rectory Furniture & Fixtures		2 312	695
Water		29 644	12 540
OFFICE RUNNING COSTS		1 042 183	948 913
Bank Charges		5 001	5 988
Computer Expenses		19 406	18 017
Photocopier Expenses		25 547	26 390
Postage		1 139	1 770
Requisites and Cleaning Materials		10 885	6 920
Security - Alarm/Response Charges		16 095	13 503
Staff Salaries & Clergy Allowances		747 112	693 344
Staff Wages		151 769	95 432
Stationery & Printing		14 072	34 245
Telephones & Cell Phones		51 157	53 304
Total Non-Ministry Expenditure		<u>1 512 562</u>	<u>1 339 942</u>
Total Expenditure		<u>2 486 450</u>	<u>2 406 822</u>
SURPLUS/(DEFICIT) for the Year		(276 250)	764 564
Accumulated Surplus brought forward from 2016		920 754	156 190
ACCUMULATED SURPLUS carried forward		<u><u>644 504</u></u>	<u><u>920 754</u></u>

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ST THOMAS'S CHURCH

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

1. Accounting Policies

The annual financial statements are prepared on the historical cost basis and incorporate the following principal accounting policies which are consistent with those applied in the previous year:

1.1. Income from collections and dedicated offerings

Income from collections and dedicated offerings is recognised on the actual receipts basis from Sunday service offerings and direct bank deposits.

1.2. Property Development

In terms of Diocesan policy, portion of the proceeds from the disposal of property assets shall be shared with the parish concerned. These proceeds together with related interest earned, and subsequent expenditure on development, shall be accounted through the Property Development Reserve Account and not recognised in the income statement.

1.3. Special Purpose Funds

Receipts and Payments to Special Purpose Funds are taken direct to the Fund balance and are not recognised in the Income Statement.

1.4. Furniture and equipment

Furniture and equipment acquired are written off on acquisition as an expense.

2. Taxation

The Church has been approved as a Public Benefit Organisation by the South African Revenue Services and is consequently exempt from income and donations taxes.

3. Interest Received

Received from the Diocesan Trust Board on call monies.

4. Movement on Reserve and Special Purpose Funds

	<u>Notes</u>	<u>Opening Balance</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfers</u>	<u>Closing Balance</u>
<u>Reserve Funds</u>						
Property Development Reserve	1	1 170 382		(582 996)		587 386
Property Maintenance Reserve	2	656 238		(36 674)		619 564
<u>Special Purpose Funds</u>						
<u>Church and Outreach Funds</u>						
Flower Fund	3	287	3 484	(999)		2 772
Garden of Remembrance	4	6 399	3 750	(3 596)		6 553
Rector's Discretionary Fund	5	7 285		(4 166)		3 119
Anglican Development Fund	6	72 000				72 000
St Francis Fund	7	68 804		(270)		68 534
		<u>154 775</u>	<u>7 234</u>	<u>(9 031)</u>	<u>0</u>	<u>152 978</u>
<u>Council Discretionary Fund for Staff</u>	8	81 198		(10 245)		70 953

Receipts are in the form of specific donations, legacies or appropriations from the Income Statement.

Notes:

1. Reserve for the capital development of the property. Payments reflect cost of "Koinonia Room" project.
2. Reserve Fund for major property maintenance
3. Flowers for the decoration of the Church.
4. Funds received for plaques for Garden of Remembrance less related costs.
5. Special donations to be used at the sole discretion of the Rector.
6. Anglican clergy costs support fund
7. R100 000 pledged to St Francis from 150 year celebration earnings.
8. Provision for retirement gratuities to staff

ST THOMAS'S CHURCH
NOTES TO THE FINANCIAL STATEMENTS (CONT.)

5. Prepayments & Debtors

<u>Debtor</u>	<u>Nature of Debt</u>	<u>Amount</u>
Bequest Receivable	Bequest 5.1	1 000 000
Sundry		27 255
Staff	Loans	1 100
		R 1 028 355

5.1 Bequest still in process with Masters Office.

6. Diocesan Board - Development Call Account

Remnant proceeds on the sale of land plus interest accrued. In terms of the Diocesan Manual this amount may only be allocated to property development work that has been approved by the Parish Vestry, the Regional Chapter and the Diocesan Trust Board.

R 587 386

7. Creditors

<u>Creditor</u>	<u>Details</u>	<u>Amount</u>
City of CT, Telkom, rent, etc.	Electricity, telephone and sundry	43 005
Various beneficiaries (see 8)	Tithing and thanksgiving gifts not yet distributed	10 495
Fikelela (see note below)	Balance of funds donated and not yet distributed	89 102
		R 142 602

Note - Fikelela : R149067 was received and R158385 was expended during the year.

8. Beneficiaries of Donations, Tithing Allocations and Thanksgiving Gifts

<u>Recipient</u>	<u>Tithing Allocation</u>	<u>Thanksgiving Gifts</u>	<u>Tithing/gifts accrued</u>
College of Transfiguration		10 495	10 495
Fikelela	20 709		
Goodwin Cottage	4 904		
St Aidan's	356		
Support for Retired Clergy	13 507		
Various minor tithings	2 237		
Total	R 41 713	R 10 495	R 10 495

8. Operating Lease Commitment

2017 2016

There is an operating lease commitment in respect of copying equipment.

The future minimum rental is as follows:

Within one year	23 461	23 461
Within two years	7 818	31 279
Future lease payments	R 31 279	R 54 740

The contract reaches full term on 30 April 2019 and is thereafter extendable monthly.

ST THOMAS'S CHURCH

CASH FLOW for the year ended

<u>31st December</u>	<u>2017</u>	<u>2016</u>
	<u>R</u>	<u>R</u>
Operating Inflows		
Ministry	1 485 213	1 577 314
Non-Ministry	432 843	422 300
	<u>1 918 056</u>	<u>1 999 614</u>
Operating Outflows	2 486 450	2 406 822
Net Operating Outflow	<u>-568 394</u>	<u>-407 208</u>
Other Cash Inflows		
Bequests	292 144	1 171 772
150th Anniversary		
To Fikelela Fund	149 067	157 101
Sundry	7 234	
Interest-Development Call		58 733
	<u>448 445</u>	<u>1 387 606</u>
Payments from Funds		
Fikelela	158 385	154 317
Property Maintenance	36 674	
Staff discretionary fund	10 245	49 368
St Thomas Ministry	8 761	2 539
St Francis Home	270	22 376
	<u>214 335</u>	<u>228 600</u>
Property Development	582 996	27 875
Non-Operating Outflows	-348 886	1 131 131
Working Capital Flows		
Debtors decrease	4 934	-1 027 309
Creditors Decrease	-81 188	101 732
Overall Cash Outflow	-993 534	-201 654
Opening Cash Balance	2 183 166	2 384 820
Closing Cash Balance	<u>1 189 632</u>	<u>2 183 166</u>



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ST THOMAS'S CHURCH

ST THOMAS'S CHURCH BUDGET FOR YEAR 2018

	Budget 2017	Budget 2018	Actual 2017
<u>INCOME</u>			
MINISTRY			
Bequests and Legacies Received	70 000	230 000	292 144
Church Ceremonies	8 000	12 000	8 134
Collections	182 000	172 000	166 183
Donations Received	5 000	4 000	9 495
Pledges	1 355 000	1 280 000	1 299 040
Thanksgiving Gifts Received	19 500	10 000	10 495
	1 631 500	1 696 000	1 777 357
NON MINISTRY			
Hall Rental	150 000	145 000	132 680
Rental-Play School	72 000	84 000	78 600
Interest Received	85 000	18 000	22 460
	307 000	247 000	233 740
TOTAL INCOME	1 938 500	1 943 000	2 011 097
<u>EXPENDITURE</u>			
ASSESSMENT			
Diocesan Assessment	421 617	430 050	421 620
Parish Assessment	394 200	425 316	416 712
Rectory Rental	(220 000)	(248 000)	(199 103)
	595 817	607 366	639 229
BUILDING MAINTENANCE			
Assistant Priest's House	6 000	6 000	
Church	14 000	14 000	22 052
Hall	5 000	5 000	19 718
Office	3 000	3 000	7 663
Rectory	12 000	12 000	3 735
	40 000	40 000	53 168
DONATIONS			
Donations Given	-		5 440
Thanksgiving Gifts Allocated	19 500	10 000	10 495
Tithing Allocations	29 000	23 000	41 713
	48 500	33 000	57 648
MINISTRY EXPENDITURE			
Alpha & Other Christian Courses			
Books & Publications	4 000	5 000	11 535
CD's, Tapes & Sheet Music	2 000	1 800	
Children's Church	10 000	7 200	3 468
Messy Church	6 000	40 000	38 666
Communion Wine, Wafers & Candle	6 200	6 200	5 800
Conferences Seminars & Retreats	6 000	5 000	(5 305)
Gifts	6 000	3 000	3 243
Parish Functions	11 000	4 000	(1 005)
150 yr Celebrations & Fairs	(70 000)	(7 000)	(26 279)
Rector's Discretionary			
Parish Magazine	7 000	7 000	6 910
Security - Sunday Services			6 610
Teas & Coffees	8 000	5 000	4 401
Visiting Preachers & Musicians	15 000	5 000	5 600
Vestments	3 000	4 000	3 520
Youth Ministry & Young Adults	3 000	12 000	20 744
	17 200	98 200	77 908

(Handwritten initials)

ST THOMAS'S CHURCH BUDGET FOR YEAR 2018 (Continued)

	Budget 2017	Budget 2018	Actual 2017
OFFICE RUNNING COSTS			
Bank Charges	6 000	5 500	5 001
Computer Expenses	18 000	18 000	19 406
Photocopier Expenses	28 000	28 000	25 547
Postage	1 800	1 400	1 139
Requisites (Cleaning materials)	7 200	9 000	10 885
Security - Alarm-Response Chrg	14 000	16 800	16 095
Staff (Domestic) Wages	119 486	84 000	151 769
Staff Salaries & Clergy Allowances	659 419	677 020	643 530
St Paul's Rental Costs	108 000	108 000	103 013
Payroll Expenses	600	650	569
Stationery & Printing	28 000	16 000	14 072
Telephones & Cell Phones	55 000	53 500	51 157
	<u>1 045 505</u>	<u>1 017 870</u>	<u>1 042 183</u>
PROPERTY & ASSET RUNNING COSTS			
Assistant Priest's House Furniture & Church Furniture & Fixtures	6 000	5 000	4 512
Electricity & Lighting	92 000	97 200	111 117
Ground Maintenance	198 000	178 000	172 891
Hall Furniture & Fixtures	2 000	6 000	21 330
Insurance Premiums	18 000	22 000	20 464
Municipal Rates & Services	24 000	22 000	18 543
Office Furniture & Fixtures	9 000	2 000	1 174
Organ & Piano Maintenance	8 000	4 000	2 075
Rectory Furniture & Fixtures	3 000	3 000	2 312
Sound System Maintenance	2 500	24 000	33 149
Water	12 000	18 000	29 644
	<u>374 500</u>	<u>381 200</u>	<u>417 211</u>
TOTAL EXPENDITURE	<u>2 121 522</u>	<u>2 177 636</u>	<u>2 287 347</u>
	<u>(183 022)</u>	<u>(234 636)</u>	<u>(276 250)</u>
EXTRAORDINARY ITEMS			
Transfer from Anglican Development Fund		72 000	-
Transfer from Council Discretionary Staff Fund		-	-
Transfer to Property Maintenance Reserve		-	-
	<u>-</u>	<u>72 000</u>	<u>-</u>
SURPLUS/(DEFICIT)	<u>(183 022)</u>	<u>(162 636)</u>	<u>(276 250)</u>

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