

**ALL SAINTS RESTORATION AND DEVELOPMENT TRUST**  
**ANNUAL REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2014**



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**TRUSTEES**

Mr. D.F. Freed (Vice Chairman)  
Mr. L.H. Marchant (Treasurer, and Interim Chairman from 24 December 2013)  
Mrs. M.E. Shaw (Secretary)  
Mrs. M. Neaves  
Mr. J.A. Little  
Mr. R. Manuell  
Mr. P. Crease  
Mrs. L. Smith

**BANKERS**

National Westminster Bank plc.,  
3 High Street,  
Maidstone,  
Kent.  
ME14 1XU

**PRINCIPAL ADDRESS**

All Saints Restoration and Development Trust,  
The Weir,  
17 Ditton Place,  
Aylesford,  
Kent.  
ME20 6SX

**INDEPENDENT EXAMINER**

A. Hickie, BSc FCA  
UHY Hacker Young  
Thames House, Roman Square,  
Sittingbourne,  
Kent. ME10 4BJ

**CHARITY REGISTRATION NUMBER**

1078422

# **ALL SAINTS RESTORATION AND DEVELOPMENT TRUST**

## **REPORT OF THE TRUSTEES for the year ended 31ST DECEMBER 2014**

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The trustees present their report, together with the unaudited accounts for the year ended 31st December 2014.

### **ORGANISATIONAL STRUCTURE, GOVERNANCE AND MANAGEMENT**

It was agreed by a resolution of The Parochial Church Council of The Parish of All Saints with St. Philip Maidstone and St. Stephen Tovil on 15th April 1998, to establish a Charitable Trust.

The Trust Deed was made on 5th October 1998, and until 31st December 2000 the transactions formed part of the accounts of All Saints with St. Philip Parochial Church Council.

Trustees meet on a monthly basis to discuss, in particular, the financial position of the trust, tenders for planned repairs and restoration projects, possible grant applications and fund-raising events. Minutes are taken for all meetings, and are signed by the Chairman.

The number of trustees is restricted to a minimum of six and a maximum of twelve. The appointment of any new trustee must be recorded in the minute book and accompanied by the new trustee's signature. At each Annual General Meeting one-third of the trustees are required to retire from office, with those who have been longest in office since their last appointment or re-appointment required to step down. Trustees are not permitted to be eligible for re-appointment if doing so would result in that person holding office for six consecutive years.

### **TRUSTEES**

The trustees during the year were as follows:-

Mr. D.F. Freed (Vice Chairman and Churchwarden)  
Mr. L.H. Marchant (Honorary Treasurer, and Interim Chairman from 24 December 2013)  
Mrs. M.E. Shaw (Honorary Secretary)  
Mrs. M. Neaves (Churchwarden)  
Mr. J.A. Little  
Mr. R. Manuell  
Mr. P. Crease  
Mrs. L. Smith

### **OBJECTIVES AND ACTIVITIES**

The objectives of All Saints Restoration and Development Trust are the preservation, repair, improvement, upkeep, beautification and restoration of All Saints church including where appropriate the replacement or making of additions to any monument, fitting, fixtures, stained glass, furniture, ornament, organ, bell or chattel in the Church. Also any other charitable ecclesiastical purpose within the meaning of the Parochial Church Council (Powers) Measure 1956 affecting the Parish.

## **ALL SAINTS RESTORATION AND DEVELOPMENT TRUST**

### **REPORT OF THE TRUSTEES for the year ended 31ST DECEMBER 2014 - continued**

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#### **RELATED PARTIES**

The trust has a very close relationship with All Saints with St. Philip Parochial Church Council. As mentioned above, in previous years the transactions of the trust were incorporated within those accounts. The trust was specifically established for the benefit of All Saints Church, Maidstone.

#### **ACHIEVEMENTS, PERFORMANCE AND FUTURE DEVELOPMENTS**

January 2014 saw the retirement as Incumbent of All Saints of The Revd. Canon Christopher Morgan-Jones. During his time as Chairman of the Trust Christopher has overseen completed Restoration projects totalling about £3 Million. Christopher has also given his time and expertise to other projects for which the Trust is trying to acquire Grants with the anticipation of fulfilment in the future.

During 2014 the major restoration project was the renewal of the flagpole and refurbishment of the weather vane. This was a major project involving the use of a very 'heavy duty' crane much to the interest of the local press and passers-by! The cost of the project amount to £16,500.

We also requested our architect to provide a solution to the drainage problems that the church has suffered for many years. The architects report will hopefully be not long delayed.

The carpet in Holy Name Chapel has been renewed at a cost of £2,000 which includes the provision of new wooden stands for the barrier ropes. Other small items of expenditure have been made such as up-dating of the personal alarm in the church. Some of the leather used in the wind system to the organ has needed repair. This was funded from the organ fund reserve.

The chancel wall painting referred to in previous reports has had to be put 'on hold' until funding can be put in place.

All Saints continues to be used by the Community of Maidstone. During December approximately 5,000 people came to the church for various Christmas Carol Services and Concerts. The Trustees still have before them the need for up-dating the building with modern resources – comfortable seating and the provision of toilets being just two of the items which feature each month of the Agenda for the Trustees meetings.

#### **FINANCIAL REVIEW**

Incoming resources for the year amounted to £32,484, down from £48,217 in the previous year. The decrease was principally as a result of a £20,000 legacy. Grant income also decreased by £6,000. Expended resources fell to £27,487 due to the restoration work undertaken in the year, explained in detail within the Achievements and Performance section above. The overall result for the year was a surplus of income over expenditure of £4,997.

This gain has increased funds carried forward to £69,564, of which £20,010 has been designated by the trustees to be used for specific purposes, as set out on page 9.

The trust's policy on reserves is to maintain them as unrestricted funds to be applied to the aforementioned objectives in such a manner that they, in their absolute discretion, see fit.

The trustees have the power to invest in such assets as they see fit.

#### **RISK MANAGEMENT**

The trustees have examined the major strategic, business and operational risks which the trust faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

## ALL SAINTS RESTORATION AND DEVELOPMENT TRUST

### REPORT OF THE TRUSTEES for the year ended 31ST DECEMBER 2014 - continued

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#### RESPONSIBILITIES OF THE TRUSTEES FOR THE ACCOUNTS

Charity law requires the trustees to prepare accounts for each financial year that show a true and fair view of the trust's affairs and of its income resources and application of funds for that year. In preparing those accounts, the trustees are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the trust will continue in operation; and
- value assets and liabilities in accordance with the Statement of Recommended Practice Accounting by Charities, and to state whether or not the accounts have been prepared in accordance with any applicable Accounting Standards and Statements of Recommended Practice and to give particulars of any material departure from those standards and practices and the reason for such departure.

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the trust's transactions and disclose with reasonable accuracy at any time the financial position of the trust and enable them to ensure that any accounts comply with the requirements of the Charities Act 2011, the Charity (Accounts Reports) Regulations 2008, and the trust deed. The trustees are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the trustees on 21st April 2015

and signed on their behalf by



Mr. L.H. Marchant  
Interim Chairman and Honorary Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ALL SAINTS RESTORATION AND DEVELOPMENT TRUST FOR THE YEAR ENDED 31st DECEMBER 2014**

I report on the accounts of the trust for the year ended 31st December 2014 which are set out on pages 6 to 10.

**Respective responsibilities of the trustees and independent examiner**

The trustees are responsible for the preparation of the accounts. You 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 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 Examiners' 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.



A. HICKIE, BSc FCA  
UHY Hacker Young  
Chartered Accountants  
14th July 2015

Thames House,  
Roman Square,  
Sittingbourne,  
Kent.

ALL SAINTS RESTORATION AND DEVELOPMENT TRUST

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st DECEMBER 2014

NOTE	Restricted 2014 £	Unrestricted 2014 £	Total 2014	Total 2013 £
<b>Incoming resources</b>				
<b>Incoming resources from generated funds:</b>				
Donations and similar incoming resources	-	19,238	19,238	11,905
Legacies	-	-	-	20,000
VAT recovered under Listed Places of Worship Scheme	-	-	-	1,297
2 Grants	-	3,750	3,750	9,750
<b>Activities for generating funds:</b>				
Fund raising	6,241	3,255	9,496	5,265
<b>Total incoming resources</b>	<u>6,241</u>	<u>26,243</u>	<u>32,484</u>	<u>48,217</u>
<b>Charitable expenditure</b>				
<b>Costs of generating funds:</b>				
- Fundraising expenses	-	859	859	2,015
<b>Direct charitable expenditure:</b>				
- Restoration costs	16,358	8,648	25,006	28,625
<b>Governance costs</b>	-	1,622	1,622	1,603
<b>Total charitable expenditure</b>	<u>16,358</u>	<u>11,129</u>	<u>27,487</u>	<u>32,243</u>
<b>Net incoming resources before transfers</b>	(10,117)	15,114	4,997	15,974
Transfers between funds	11,127	(11,127)	-	-
Total funds brought forward	20,000	44,567	64,567	48,593
<b>Total funds carried forward</b>	<u>21,010</u>	<u>48,554</u>	<u>69,564</u>	<u>64,567</u>

The notes on page 8 to 10 form part of these accounts

**ALL SAINTS RESTORATION AND DEVELOPMENT TRUST**

**STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2014**

NOTE	2014 £	2013 £
<b>CURRENT ASSETS</b>		
3 Debtors	-	-
Cash at bank	<u>70,344</u>	<u>65,335</u>
	70,344	65,335
4 <b>CREDITORS:</b> Amounts falling due within one year	780	768
<b>NET ASSETS</b>	<u><u>69,564</u></u>	<u><u>64,567</u></u>
Financed by:		
<b>FUNDS</b>		
5 General fund	20,237	17,692
5 Designated funds	28,317	26,875
5 Restricted Funds	21,010	20,000
<b>TOTAL FUNDS</b>	<u><u>69,564</u></u>	<u><u>64,567</u></u>

Approved by the trustees on 21st April 2015



Mr. D.F. Freed  
Vice Chairman

and signed on their behalf by:



Mr. L.H. Marchant  
Interim Chairman and Honourary Treasurer

The notes on page 8 to 10 form part of these accounts

# ALL SAINTS RESTORATION AND DEVELOPMENT TRUST

## NOTES FORMING PART OF THE ACCOUNTS for the year ended 31ST DECEMBER 2014

### 1 PRINCIPAL ACCOUNTING POLICIES

#### Basis of Accounting

The accounts are prepared under the historical cost convention and in accordance with applicable accounting standards. In preparing the financial statements the charity follows the best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) issued in 2005.

#### Incoming Resources

Donations and grants income is included in incoming resources when the Trust becomes entitled to receipt.

Legacy income is recorded in incoming resources when received.

Interest received is included when received by the charity.

#### Resources expended and basis of allocation of costs

Expended resources are generally included in the period in which they are paid.

Fund-raising costs include the costs involved in connection with fundraising income.

Governance costs represent costs incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

#### Statement of Assets and Liabilities

Closing bank balances are shown in the Statement of Assets and Liabilities. Creditors for goods or services where the supply has been received and invoiced by 31st December 2014 have been recognised as liabilities in the Statement of Assets and Liabilities.

#### Funds

The funds held by the charity are:-

- Unrestricted general funds, which can be used in accordance with the charitable objects at the discretion of the trustees.
- Designated funds, which are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds, which are to be used in accordance with specific restrictions imposed by donors.

2 GRANT INCOME	Restricted 2014	Unrestricted 2014	Total 2014	Total 2013 £
The Cobtree Charity Trust Limited	-	3,750	3,750	3,750
Kent County Council	-	-	-	4,000
Golding Homes	-	-	-	1,000
Archbishops Council	-	-	-	1,000
	-	3,750	3,750	9,750



ALL SAINTS RESTORATION AND DEVELOPMENT TRUST

NOTES FORMING PART OF THE ACCOUNTS  
for the year ended 31ST DECEMBER 2014

<b>3 DEBTORS</b>		<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
Prepayments		<u>-</u>	<u>477</u>

<b>4 CREDITORS</b>		<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
Other creditors		<u>780</u>	<u>768</u>

<b>5 FUNDS</b>		<b>At 1st</b>		<b>Expended</b>		<b>Transfer</b>		<b>At 31st</b>
		<b>January</b>	<b>Incoming</b>	<b>resources</b>	<b>of funds</b>	<b>December</b>		<b>2014</b>
		<b>2014</b>	<b>resources</b>	<b>resources</b>	<b>resources</b>	<b>2014</b>		<b>2014</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>		<b>£</b>
<b>Unrestricted funds:</b>								
General fund		<u>17,692</u>	<u>22,117</u>	<u>(8,445)</u>	<u>(11,127)</u>			<u>20,237</u>
<b>Designated funds:</b>								
Wall Paintings fund (see (a) below)		7,565	-	-	-			7,565
Organ fund (see (b) below)		14,374	4,126	(2,684)	-			15,816
Refreshment Area fund (see (c) below)		4,936	-	-	-			4,936
<b>Total designated funds</b>		<u>26,875</u>	<u>4,126</u>	<u>(2,684)</u>	<u>-</u>			<u>28,317</u>
<b>Restricted Funds:</b>								
Nave Chairs fund (see (d) below)		20,000	1,010	-	-			21,010
Flagpole fund (see (e) below)		-	5,231	(16,358)	11,127			-
<b>Total restricted fund</b>		<u>20,000</u>	<u>6,241</u>	<u>(16,358)</u>	<u>11,127</u>			<u>21,010</u>
<b>Total funds</b>		<u>64,567</u>	<u>32,484</u>	<u>(27,487)</u>	<u>-</u>			<u>69,564</u>

**Designated funds:**

(a) The Wall Paintings fund is a designated fund set up by the trustees to cover the future costs of restoring the chancel wall paintings.

(b) The Organ fund is a designated fund to account for church organ maintenance costs which the trustees anticipate will be necessary in the near future.

(c) The Refreshment Area fund is a designated fund to account for refurbishment costs in this area which the trustees anticipate will be necessary in the coming year.

**Restricted funds:**

(d) The Nave Chairs fund is a restricted fund for the purpose of replacing the pews in All Saints with chairs.

(e) The Flagpole fund is a restricted fund for the repair of the flagpole. All work was carried out during the year and there is, therefore, a nil balance at the year end, following a transfer from the general fund to cover the additional costs incurred.

# ALL SAINTS RESTORATION AND DEVELOPMENT TRUST

## NOTES FORMING PART OF THE ACCOUNTS for the year ended 31ST DECEMBER 2014

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### 6 RELATED PARTY TRANSACTIONS

The charity has a very close relationship with All Saints with St. Philip Parochial Church Council, who nominate some of the trustees. Until 31st December 2000, the transactions formed part of the accounts of the All Saints with St. Phillip Parochial Church Council. The majority of the expenditure by the charity relates to work carried out at All Saints Church. The following is a summary of transactions with this entity:

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Restoration work at All Saints Church	<u>8,648</u>	<u>23,409</u>
Donations received from All Saints with St. Philip Parochial Church Council	<u>10,700</u>	<u>-</u>

### 7 TRUSTEE REMUNERATION

The trustees did not receive any remuneration and were not reimbursed expenses during the year.

### 8 INDEPENDENT EXAMINER'S REMUNERATION

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Cost of independent examination	<u>780</u>	<u>768</u>