

DIOCESE OF ST. ALBANS

RESTATED

Management Accounts for the 12 month period ending 31st December 2011

Previous Year
Restated for BCD to CFDM

	2011 Budget Year to Date £		2011 Actual Year to Date £		Variances (figure in brackets denotes saving) £		2010 Actual £	
(1) CLERGY COSTS - PAROCHIAL MINISTRY (In post 2006-258; 2007-253; 2008-248; 2009-243; 2010-238; 2011-238)								
a. Clergy Stipends	5,470,954		5,445,348		(25,606)		5,294,406	
b. Clergy National Insurance	485,107		442,463		(42,644)		308,792	
c. Clergy Pensions	1,952,314		1,834,545		(117,769)		2,107,182	
d. Housing Assist for Retired Clergy(Vote5)	127,618		129,827		2,209		123,901	
e. Clergy Terms of Service costs	15,000		11,184		(3,816)		5,539	
f. Removal and Resettlement	165,053		165,437		384		139,205	
g. University Chaplains	30,635		30,171		(464)		28,837	
h. Other Clergy costs	33,523		(779)		(34,302)		(16,328)	
i. Stipend Contribns frm oth denominations	(8,246)		(8,143)		103		(7,997)	
		8,271,958		8,050,053		(221,905)		7,983,537
(2) HOUSING								
a. Staff Costs	146,497		146,066		(431)		142,755	
Parsonage Houses								
b. Rented Garages	548		131		(417)		514	
c. Water Rates (Parsonages)	91,000		82,676		(8,324)		82,020	
d. Insurance (Parsonage)	80,477		79,180		(1,297)		77,427	
e. Repairs / Excess Insurance-Clergy Houses	545,200		461,922		(83,278)		465,382	
f. Servicing of Boilers	22,000		18,471		(3,529)		23,251	
g. Parsonages: Trees	24,000		30,273		6,273		14,795	
h. Surveyor's Fees - Parsonages	83,770		83,770		-		81,409	
i. Surveyor's Expenses - Parsonages	3,500		2,500		(1,000)		1,732	
j. Internal Decorations	13,750		10,202		(3,548)		3,784	
k. Other Professional Fees	5,000		1,075		(3,925)		200	
l. Land Registration PH Properties	5,000		(38,782)		(43,782)		6,499	
m. Parsonage Property Enhancements	100,000		100,000		-		100,000	
n. Property Ringfenced Fund income	(65,000)		(65,000)		-		(100,000)	
o. External Contribs to Parsonage Housing	(10,000)		(9,756)		244		(9,629)	
p. Parsonages: Council Tax	541,965		493,509		(48,456)		496,300	
	1,587,707		1,396,236		(191,471)		1,386,439	
q. Board of Finance Properties	110,928		142,213		31,285		168,075	
		1,698,635		1,538,450		(160,186)		1,554,514
(3) OTHER MINISTRY COSTS								
a. Archdeacons' Office - Staff costs	188,145		183,947		(4,198)		181,577	
b. Archdeacons' Office - Administration costs	33,422		28,268		(5,154)		30,592	
c. Safeguarding Officer - Staff costs	28,595		35,506		6,911		27,589	
d. Safeguarding Officer - Administration costs	37,322		11,023		(26,299)		29,226	
e. Contribution to Rural Deans' Expenses	27,318		25,181		(2,138)		24,012	
f. Ordinands' Training (Vote 1 + Pooling Charge)	535,612		647,239		111,627		517,073	
g. Clergy Legal Defence Scheme	2,260		2,137		(123)		2,137	
h. Widows and Retirement Officers	250		208		(42)		220	
i. Bishop's Office Supplement	-		11,053		11,053		-	
j. Clergy Counselling Service	10,250		8,249		(2,001)		7,180	
		863,174		952,811		89,637		819,606

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(4) COUNCIL FOR DISCIPLESHIP & MINISTRY								
<u>Vocations and Ordinands Team</u>								
a. Staff costs	74,572		61,938		(12,633)		64,657	
b. Vocations and Ordinands Team - Operating costs	23,050		11,193		(11,857)		17,604	
c. Candidates in Training Support	94,400		93,215		(1,185)		96,551	
d. Collections at Ordination & Conf Servs	(17,000)		(16,631)		369		(13,971)	
<u>Ministerial Development Team</u>								
e. Staff costs	119,860		117,387		(2,473)		107,390	
f. Ministerial Development Team	86,050		93,471		7,421		98,151	
g. Clergy Study Days	30,350		28,930		(1,420)		15,214	
<u>Parish Development Team</u>								
h. Staff costs	219,190		212,364		(6,826)		151,736	
i. Parish Development Team Admin Costs	2,640		5,582		2,942		-	
j. Other PDT Activities	11,250		8,960		(2,290)		5,873	
<u>Youth and Children's Work</u>								
k. Youth Work Admin / Projects - Operating costs	28,015		21,222		(6,793)		25,658	
l. Youth Work Admin / Projects - Grants Received	-		-		-		-	
m. Youth Work Admin / Projects - Grant to ROP	36,505		26,505		(10,000)		61,039	
n. Youth Work Admin / Projects - Archbishops' Council fund	(36,505)		(26,505)		10,000		(61,039)	
o. Children's Work Admin/Projects - Operating costs	25,805		14,323		(11,482)		22,541	
<u>Stewardship</u>								
p. Stewardship Admin/Projects - Operating costs	6,550		4,553		(1,997)		4,308	
<u>Other CDM activities</u>								
q. Association of Readers	6,000		6,000		-		5,500	
r. Bursaries	3,000		-		(3,000)		-	
s. Hudson Memorial Library	3,543		3,543		-		3,543	
t. CFDM General Expenses	500		611		111		1,181	
u. Share of Central Service Costs	28,013	745,787	27,613	694,274	(400)	(51,513)	26,077	632,013
(5) BOARD FOR CHURCH AND SOCIETY								
<u>Board Administration</u>								
a. Staff costs	112,898		115,394		2,496		107,783	
b. Pensioner Supplements	2,050		1,946		(104)		1,944	
c. BCS Central Administration costs	13,450		11,140		(2,310)		9,843	
<u>Workplace Ministry</u>								
d. Staff costs	57,515		51,423		(6,092)		55,719	
e. Workplace Ministry - Operating Costs	23,805		(500)		(24,305)		22,671	
<u>Interfaith</u>								
f. Staff costs	16,894		16,567		(327)		16,519	
g. Interfaith - Operating costs	2,800		2,406		(394)		2,516	
<u>Chaplain to the Deaf</u>								
h. Staff costs	-		-		-		-	
i. Chaplain to the Deaf - Operating costs	1,300		300		(1,000)		-	
j. Diocesan Environment Officer expenses	500		247		(253)		-	
<u>Dedicated Funds</u>								
k. External Grants	-		24,811		24,811		1,000	
l. Yar's Wood Casework Support Group	500		168		(332)		206	
m. Contribution to East of England Churches Network	6,500		6,500		-		6,500	
n. Funding of EECN support from External Trusts	(5,500)		(5,500)		-		(5,500)	
o. Family Support	-		-		-		-	
p. International	2,500		1,708		(792)		1,499	
q. Ecumenism	4,250		3,299		(951)		3,127	
r. BCS / Evangelism Initiatives	10,000		5,199		(4,801)		10,062	
s. Funding of Evangelism Initiatives from EIG special grant	(8,000)		(4,000)		4,000		(10,000)	
t. Rural Strategy Group	2,300		1,384		(916)		706	
u. Urban Forum	750		284		(466)		214	
v. Programme Groups	5,600		3,041		(2,559)		3,214	
w. Investment Income	(4,600)		(4,477)		123		(4,440)	
x. Share of Central Service Costs	9,744	255,255	9,478	240,818	(266)	(14,437)	9,111	232,694

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(6) ADMINISTRATION & LEGAL								
a. Staff costs	566,332		555,823		(10,509)		542,513	
b. Diocesan Office	165,020		161,025		(3,996)		153,461	
c. Diocesan Registry costs	117,109		105,015		(12,094)		131,196	
d. Contrib Ch Comms - Legal Officer Fees	(28,868)		(29,367)		(499)		(28,246)	
e. Diocesan Chancellor's retainer	7,700		7,805		105		7,622	
f. Diocesan Synod	4,000		2,965		(1,035)		3,503	
g. General Synod Meetings	9,000		8,620		(380)		15,489	
h. Boards, Committees, & Officers' Expenses	12,850		11,598		(1,252)		12,427	
i. Archivists and Miscellaneous	-		-		-		2,000	
j. Costs reallocated to other Boards	(42,223)		(41,069)		1,154		(39,482)	
		810,920		782,415		(28,505)		800,483
(7) NATIONAL CHURCH REQUIREMENT		495,201		474,476		(20,726)		479,278
(8) COMMUNICATIONS AND INFORMATION TECHNOLOGY								
a. Staff costs	74,207		100,121		25,914		71,854	
b. Administration costs	4,435		3,764		(671)		2,619	
c. Communications Projects	6,500		3,989		(2,511)		2,988	
e. SEE Round and Directory	(5,535)		(659)		(4,876)		1,631	
d. Information Technology	35,600		12,193		(23,407)		12,768	
		115,207		119,408		4,201		91,860
(9) RESOURCES CENTRE								
a. Staff costs	43,340		49,132		5,793		35,422	
b. Administration costs	4,060		4,681		621		3,560	
e. Common Fund Grant to CFSE	-		-		-		-	
c. Schools and Religious Education	317,830		302,061		(15,769)		301,594	
d. Less: Common Fund Management Charge to CFSE and gra	(317,830)		(302,061)		15,769		(301,594)	
		47,400		53,813		6,413		38,982
(10) TOTAL EXPENDITURE		13,303,537		12,906,517		(397,020)		12,632,967
(11) LESS: SUMS AVAILABLE								
<u>Selective allocations and statutory income</u>								
a. Guaranteed Annuities & Selective Alloc	(11,000)		(9,013)		1,987		(8,597)	
b. Fees, Chaplaincies and Trusts	(647,000)		(620,599)		26,401		(619,967)	
		(658,000)		(629,612)		28,388		(628,564)
<u>Income from property and investments</u>								
c1. Glebe Income	(324,000)		(363,546)		(39,546)		(351,932)	
c2. Glebe Expenses	91,570		119,228		27,658		68,635	
d. Income from Lettings and Rents	(177,000)		(254,771)		(77,771)		(197,831)	
e. Investment Income incl. Deposit Interest	(780,770)		(812,235)		(31,465)		(824,006)	
		(1,190,200)		(1,311,324)		(121,124)		(1,305,134)
<u>Grants and donations received</u>								
f. Subscriptions and Donations	(3,000)		(2,094)		906		(1,905)	
g. Legacy and PCC Trust Income	(26,000)		(48,302)		(22,302)		(25,379)	
h. Grant from EIG (All Churches Trust Ltd)	(120,000)		(133,187)		(13,187)		(131,868)	
		(149,000)		(183,583)		(34,583)		(159,152)
<u>Parish share adjustments</u>								
i. Pastoral Aid Support Grants	210,000		210,000		-		210,000	
j. Stipend contributions during vacancies	(100,000)		-		100,000		(297,245)	
k		110,000		210,000		100,000		(87,245)
k. Mission Support Fund Transfer		100,000		100,000		-		100,000
l. Mission Suppt Fund subsidy by AB Council		(100,000)		(100,000)		-		(100,000)
m. Additional AB Council Funding		(74,000)		(74,000)		-		(65,000)
		(1,961,200)		(1,988,519)		(27,319)		(2,245,095)
(12) EXPENDITURE, NET OF SUMS AVAILABLE		11,342,337		10,917,998		(424,339)		10,387,872
(13) COMMON FUND RECEIPTS								
a. Current Year	(11,195,337)		(10,883,886)		311,452		(10,318,282)	
b. Prior Years	(147,000)		(119,924)		27,076		(167,468)	
	(11,342,337)		(11,003,810)		338,528		(10,485,750)	
(14) Deficit / (Surplus)		(0)		(85,811)		(85,811)		(97,878)

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Diocesan Offices								
Assignable Office Costs								
General/ Water Rates(Dioc Office)		14,837		14,778		(58)		7,122
Electricity - Holywell Lodge	7,950		4,195		(3,755)		6,787	
Gas - Holywell Lodge	6,231		6,833		602		7,999	
Heat and Light		14,181		11,028		(3,153)		14,786
Cleaning Materials	400		812		412		676	
Window Cleaning	810		1,158		348		624	
Laundry	2,833		3,449		617		2,970	
Contract Cleaners	19,200		19,062		(139)		19,469	
Cleaning		23,243		24,481		1,238		23,739
Telephone - Holywell Lodge	7,750		5,103		(2,647)		5,145	
Internet Connection and Web-hosting	850		1,611		761		1,155	
Computer Hardware and Software Maint.	7,846		10,026		2,180		11,200	
IT and Telecomms		16,446		16,741		295		17,500
Building Depreciation (Holywell Lodge)	20,000		20,004		4		20,004	
Garden	250		329		79		186	
Repairs and Renewals - Admin	1,000		888		(112)		-	
Fire Extinguishers	500		-		(500)		191	
Insurance	16,725		16,004		(721)		16,697	
Other		38,475		37,225		(1,250)		37,078
		107,181		104,253		(2,928)		100,225
Non Assignable Office Costs								
Postage - Diocesan Office	8,000		10,463		2,463		7,076	
Printing (Admin)	-		-		-		-	
Stationery (Admin)	7,717		9,727		2,010		11,114	
Photocopier usage - General Office	8,637		8,964		327		6,829	
Photocopier usage - Garden Office	-		-		-		-	
		24,354		29,155		4,801		25,019
Staff Development and Training	3,000		2,437		(563)		2,746	
Travel	-		-		-		-	
Audit Fees and Expenses - DBF	18,415		19,022		606		18,656	
Professional Fees	3,309		3,333		23		3,125	
		24,725		24,791		67		24,527
Office and Household Equip under £1000	2,500		254		(2,246)		1,248	
Computer Equipment under £1000-Admin	2,500		2,432		(68)		3,256	
		5,000		2,687		(2,313)		4,504
Depreciation - Admin	10,000		8,344		(1,656)		8,737	
Profit / Loss Disposal of Fixed Assets	-		(5)		(5)		(20)	
Publications	1,000		941		(59)		613	
Catering - Holywell Lodge	2,500		1,917		(583)		1,986	
Staff Recruitment - General Admin	3,000		838		(2,162)		-	
Bank Charges	2,500		2,544		44		2,258	
VAT Reclaimed	-		-		-		-	
Miscellaneous - Admin	1,000		1,354		354		798	
Archives and Storage	-		-		-		-	
Settlement Discount Given	-		-		-		-	
Line Discount Given	-		-		-		-	
Currency Variance	-		-		-		-	
		74,079		72,567		(1,512)		68,422
Sub-Total - Diocesan Officer Assignable and Non-Assignable Costs		181,260		176,821		(4,440)		168,647
Less: Notional Recharge to Diocesan Registry		(16,240)		(15,796)		444		(15,186)
TOTAL "DIOCESAN OFFICE"		165,020		161,025		(3,996)		153,461