

DIOCESE OF ST. ALBANS

Management Accounts for the 12 month period ending 31st December 2015

Previous Year

	2015 Budget for Year £		2015 Actual Annual £		Variances (figure in brackets denotes saving) £		2014 Actual Annual £	
<b>(1) CLERGY COSTS - PAROCHIAL MINISTRY</b> (In post 2013-238; 2014-238.5; 2015-240; 2016-242.5)								
a. Clergy Stipends	5,994,837		5,949,558		(45,279)		5,726,015	
b. Clergy National Insurance	475,617		468,480		(7,137)		448,753	
c. Clergy Pensions	2,171,520		2,144,398		(27,122)		1,965,565	
e. Housing Assist for Retired Clergy(Vote5)	155,544		155,544		-		148,947	
f. Removal and Resettlement	168,730		167,252		(1,478)		189,184	
g. University Chaplains	35,832		36,252		420		34,720	
h. Other Clergy costs	39,219		52,033		12,814		(1,049)	
i. Stipend Contribns frm oth denominations	(8,500)		(6,760)		1,740		(8,756)	
		9,032,799		8,986,757		(66,042)		8,503,379
<b>(2) HOUSING</b>								
a. Estates Dept Staff Costs	195,990		176,190		(19,800)		199,193	
<b>Parsonage Houses</b>								
e. Repairs / Excess Insurance-Clergy Houses	461,454		455,343		(6,111)		466,945	
f. Parsonages: Servicing of Boilers	25,000		20,990		(4,010)		10,703	
g. Parsonages: Trees	28,000		34,921		6,921		43,052	
Repairs sub-total	514,454		511,254		(3,200)		520,700	
b. Parsonage Rented Garages	-		-		-		-	
c. Parsonage Water Rates	83,846		94,557		10,711		98,475	
d. Parsonage Insurance	83,776		79,620		(4,156)		81,813	
j. Parsonages: Internal Decorations	15,480		12,951		(2,529)		17,036	
p. Parsonages: Council Tax	515,075		506,599		(8,476)		512,317	
Other Direct Expenditure sub-total	698,177		693,727		(4,450)		709,641	
h. Parsonages: Surveyor's Fees	98,853		98,853		-		94,249	
i. Parsonages: Surveyor's Expenses	3,000		2,250		(750)		3,470	
k. Parsonages: Other Professional Fees	2,000		7,328		5,328		4,154	
k. Parsonages: Land Registration	1,000		503		(497)		323	
l. Parsonages: Utility Costs in Vacancies	-		5,827		5,827		-	
m. Parsonage Property Enhancements	135,000		135,000		-		135,000	
n. Property Ringfenced Fund Income	(100,000)		(100,000)		-		(100,000)	
o. External Contribs to Parsonage Housing	(10,000)		(1,142)		8,858		(4,501)	
Other costs sub-total	129,853		148,619		18,766		132,695	
<b>Parsonage Houses</b>	1,538,474		1,529,790		(8,684)		1,562,229	
Corporate Property Repairs	126,872		201,872		75,000		135,740	
First Post Curate - Housing Provision	40,350		51,015		10,665		31,109	
q. Total Total Board of Finance Properties	167,222		252,887		85,665		166,849	
		1,705,696		1,782,677		76,981		1,729,078
<b>(3) OTHER MINISTRY COSTS</b>								
a. Archdeacons' Staff costs	208,380		195,793		(12,587)		202,908	
b. Archdeacons' Office - Administration costs	32,700		28,178		(4,522)		32,174	
c. Safeguarding Officer Staff costs	43,072		39,045		(4,027)		45,737	
d. Safeguarding Officer - Administration costs	18,500		15,397		(3,103)		9,512	
e. Contribution to Rural Deans' Expenses	28,681		29,914		1,233		26,034	
f. National Ordinands Training costs ("Vote 1" + "Pd	494,061		494,061		-		493,700	
g. Clergy Legal Defence Scheme	1,000		142		(858)		122	
h. Widows and Retirement Officers	-		-		-		296	
i. Bishop's Office Supplement	-		-		-		3,000	
j. Clergy Counselling Service	12,500		13,780		1,280		14,653	
		838,894		816,310		(22,584)		828,136

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<b>(4) COUNCIL FOR DISCIPLESHIP &amp; MINISTRY</b>								
<u>Vocations and Ordinands Team</u>								
a. Vocations & Ordinands Staff Costs	100,274		88,494		(11,780)		78,456	
b. Vocations and Ordinands Team - Operating costs	15,300		17,113		1,813		14,683	
c. Candidates in Training Support	210,500		136,796		(73,704)		178,208	
d. Candidates' Counselling Support	(18,500)		(20,577)		(2,077)		(21,298)	
<u>Ministerial Development Team</u>								
e. Ministerial Development Team Staff Costs	145,091		134,084		(11,007)		147,950	
f. CfDM - Ministerial Development Team - Operating	129,895		129,329		(566)		104,756	
g. Clergy Study Days	49,750		52,694		2,944		43,006	
<u>Parish Development Team</u>								
h. Parish Development Team Staff Costs	278,496		250,088		(28,408)		286,004	
i. Parish Development Team - Operating Costs	8,130		6,300		(1,830)		5,187	
j. Parish Development Team - Project Costs	5,500		3,058		(2,442)		2,940	
<u>Youth and Children's Work</u>								
k. CfDM - Youth Work Admin - Operating costs	24,600		16,774		(7,826)		22,511	
l. CfDM - Children's Work Admin/Projects - Operati	12,150		5,273		(6,877)		11,826	
<u>Stewardship</u>								
m. CfDM - Stewardship Admin/Projects - Operating c	5,400		4,192		(1,208)		2,327	
<u>Other CfDM activities</u>								
n. Association of Readers	6,000		6,000		-		6,000	
o. Bursaries	2,000		-		(2,000)		-	
p. Hudson Memorial Library	3,543		3,543		-		3,543	
q. BfM General Expenses	500		1,007		507		472	
r. Share of Central Service Costs	25,685		23,102		(2,583)		24,731	
		1,004,314		857,270		(147,044)		911,302
<b>(5) BOARD FOR CHURCH AND SOCIETY</b>								
<u>Board Administration</u>								
a. BCS Staff	138,457		128,358		(10,099)		128,442	
b. Pensioner supplements	2,350		2,498		148		2,379	
c. BCS Central Administration costs	10,560		9,465		(1,095)		10,858	
<u>Workplace Ministry</u>								
d. Workplace Ministry Staff	67,000		60,063		(6,937)		71,695	
e. Grant to Ecumenical Partnership-(EPI)	27,845		28,570		725		56,988	
<u>Interfaith</u>								
f. Interfaith Staff costs	21,099		18,462		(2,637)		6,542	
g. Interfaith - Operating costs	3,500		2,352		(1,148)		2,014	
<u>Chaplain to the Deaf</u>								
h. Staff costs	-		-		-		-	
i. Chaplain to the Deaf - Operating costs	1,000		200		(800)		-	
j. Diocesan Environment Officer expenses	500		-		(500)		-	
<u>Dedicated Funds</u>								
l. Environment Grants	4,000		60		(3,940)		2,633	
m. Flagship Mission Projects (Bd for C & S)	15,000		15,000		-		15,000	
n. Living God's Love	7,500		12,397		4,897		9,777	
o. Yarl's Wood Casework Support Group	300		-		(300)		-	
p1 E of England Faiths Council	-		-		-		-	
p2 Funding of EECN support from External Trusts	-		-		-		-	
q. International Links (CPWM / CLG)	6,500		5,163		(1,337)		5,963	
r. Ecumenism	4,500		3,349		(1,151)		3,308	
s1 Evangelism Initiatives	8,500		7,699		(801)		4,288	
s2 Alloc AB Council Mission Grant - BCS	(5,000)		-		5,000		-	
t. Rural Strategy Group	2,100		1,036		(1,064)		1,153	
u. Urban Forum	300		-		(300)		-	
v. Programme Groups	7,200		4,735		(2,465)		3,734	
w. Investment Income	(4,465)		(4,631)		(166)		(4,584)	
x. Central Service costs reallocated to BCS	8,561		7,701		(860)		8,244	
		327,307		302,477		(24,830)		328,434

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<b>(6) ADMINISTRATION &amp; LEGAL</b>								
a. Administration and Legal Staff costs	658,420		578,315		(80,105)		671,995	
b. Diocesan Offices	183,650		174,818		(8,832)		177,549	
c. Diocesan Registry costs	107,914		116,946		9,032		86,981	
d. Contrib Ch Comms - Legal Officer Fees	(32,930)		(33,430)		(500)		(31,613)	
e. Diocesan Chancellor's retainer	8,919		9,078		159		8,839	
f. Diocesan Synod	4,000		4,936		936		3,040	
g. General Synod Meetings	11,000		9,493		(1,507)		12,190	
h. Boards, Committees, & Officers' Expenses	13,150		10,738		(2,412)		12,752	
i. Archivists and Miscellaneous	4,000		3,000		(1,000)		6,000	
j. Central costs reallocated to Oth Boards	(42,806)		(42,354)		452		(45,340)	
		915,317		831,540		(83,777)		902,393
<b>(7) NATIONAL CHURCH REQUIREMENT</b>		446,031		446,427		396		447,303
<b>(8) COMMUNICATIONS AND INFORMATION TECHNOLOGY</b>								
a. Staff costs	145,098		129,951		(15,147)		152,626	
b. Communications Office Administration Costs	4,685		3,120		(1,565)		3,604	
c. Communications Projects	12,650		12,140		(510)		6,815	
f. Anniversary Celebrations (Celebrate 100)	-		-		-		15,000	
d. SEE Round AND Directories	(3,600)		(726)		2,874		(3,476)	
e. Information Technology	45,212		45,017		(195)		39,871	
		204,045		189,502		(14,543)		214,440
<b>(9) CHURCH SCHOOLS</b>								
a. Staff costs	-		-		-		-	
b. Administration costs	-		-		-		-	
a. Common Fund subvention	10,000		10,000		-		10,000	
b. Schools and Religious Education	381,057		312,568		(68,489)		381,691	
c. Less: Common Fund Management Charge to CF	(381,057)		(312,568)		68,489		(381,691)	
		10,000		10,000		-		10,000
<b>(10) TOTAL EXPENDITURE</b>		<b>14,484,403</b>		<b>14,202,960</b>		<b>(281,443)</b>		<b>13,874,465</b>
<b>(11) LESS: SUMS AVAILABLE</b>								
<u>Selective allocations and statutory income</u>								
a. Guaranteed Annuities & Selective Alloc	(6,700)		(6,584)		116		(6,673)	
b. Fees, Chaplaincies and Trusts	(717,000)		(861,812)		(144,812)		(771,551)	
		(723,700)		(868,396)		(144,696)		(778,224)
<u>Income from property and investments</u>								
c1. Glebe Income	(404,600)		(410,593)		(5,993)		(439,627)	
c2. Glebe Expenses	165,000		159,825		(5,175)		210,061	
d. Income from Lettings and Rents	(285,000)		(350,965)		(65,965)		(294,174)	
e. Investment Income	(753,000)		(630,598)		122,402		(752,071)	
		(1,277,600)		(1,232,331)		45,269		(1,275,811)
<u>Grants and donations received</u>								
f. Subscriptions and Donations	(2,500)		(3,557)		(1,057)		(1,328)	
g. Legacy and PCC Trust Income	(50,000)		(51,145)		(1,145)		(54,913)	
h. Grant from EIG (Allchurches Trust Ltd)	(130,000)		(143,342)		(13,342)		(139,846)	
		(182,500)		(198,044)		(15,544)		(196,087)
<u>Parish share adjustments</u>								
i. Pastoral Aid Support Grants	300,000		235,950		(64,050)		235,970	
j. Stipend contributions during vacancies	-		-		-		-	
		300,000		235,950		(64,050)		235,970
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	-		-		-		(52,000)	
		(1,863,800)		(2,062,821)		(179,021)		(2,066,162)
<b>(12) EXPENDITURE, NET OF SUMS AVAILABLE</b>		<b>12,600,603</b>		<b>12,140,139</b>		<b>(460,464)</b>		<b>11,808,313</b>
<b>(13) COMMON FUND RECEIPTS</b>								
Current Year	(12,550,603)		(12,169,464)		381,139		(11,884,161)	
Prior Years	(50,000)		(73,532)		(23,532)		(56,069)	
	<b>(12,600,603)</b>		<b>(12,242,996)</b>		<b>357,607</b>		<b>(11,940,230)</b>	
<b>(14) Deficit / (Surplus)</b>								
		-		(102,857)		(102,857)		(131,917)

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**Previous Year**

	2015 Budget for Year £		2015 Actual Annual £		Variances (figure in brackets denotes saving) £		2014 Actual Annual £	
<b>Diocesan Offices</b>								
<b>Assignable Office Costs</b>								
General/ Water Rates(Dioc Office)		15,454		11,557		(3,897)		17,762
Electricity - Holywell Lodge	6,976		5,622		(1,354)		6,265	
Gas - Holywell Lodge	8,061		6,619		(1,442)		6,478	
Heat and Light		15,037		12,241		(2,796)		12,743
Cleaning Materials	1,415		1,121		(294)		1,199	
Window Cleaning	130		125		(5)		249	
Laundry	3,665		3,826		161		3,682	
Contract Cleaners	20,253		22,307		2,054		19,615	
Cleaning		25,463		27,379		1,916		24,745
Telephone - Holywell Lodge	6,799		4,254		(2,545)		4,028	
Diocesan Annual Report	1,247		872		(375)		1,000	
IT and Telecomms		8,046		5,126		(2,920)		5,028
Professional Fees	5,000		7,668		2,668		8,888	
Audit Fees and Expenses - DBF	20,000		21,944		1,944		20,000	
Fees		25,000		29,612		4,612		28,888
Building Depreciation (Holywell Lodge)	20,000		20,000		-		20,000	
Garden	1,200		1,180		(20)		1,128	
Repairs and Renewals - Admin	-		-		-		-	
Fire Extinguishers	500		-		(500)		664	
Insurance	20,000		19,094		(906)		18,618	
Other		41,700		40,274		(1,426)		40,410
		130,700		126,189		(4,511)		129,576
<b>Non Assignable Office Costs</b>								
Postage - Diocesan Office	9,000		8,601		(399)		7,157	
Printing (Admin)	-		-		-		-	
Stationery (Admin)	9,000		4,804		(4,196)		8,002	
Photocopier usage	10,000		7,057		(2,943)		8,047	
		28,000		20,462		(7,538)		23,206
Staff Development and Training	3,500		5,152		1,652		4,195	
		3,500		5,152		1,652		4,195
Office and Household Equip under £1000	500		784		284		1,272	
Computer Equipment under £1000-Admin	2,000		1,382		(618)		766	
		2,500		2,166		(334)		2,038
Depreciation - Admin	8,500		8,827		327		9,031	
Profit / Loss Disposal of Fixed Assets	-		-		-		(300)	
Publications	800		1,047		247		864	
Catering - Holywell Lodge	2,900		3,683		783		3,144	
Staff Recruitment - General Admin	3,000		4,853		1,853		2,513	
Bank Charges	3,000		1,852		(1,148)		2,473	
VAT Reclaimed	-		-		-		-	
Miscellaneous - Admin	750		587		(163)		809	
		52,950		48,629		(4,321)		47,973
Sub-Total - Diocesan Officer Assignable and Non-Assignable C		183,650		174,818		(8,832)		177,549
Less: Notional Recharge to Diocesan Registry		-		-		-		-
<b>TOTAL "DIOCESAN OFFICE"</b>		183,650		174,818		(8,832)		177,549