

## DIOCESE OF ST. ALBANS

## Management Accounts for the 12 month period ending 31st December 2016

## Previous Year

	2016 Budget Year to Date £		2016 Actual Year to Date £		Variances (figure in brackets denotes saving) £		2015 Actual Annual £	
<b>(1) CLERGY COSTS - PAROCHIAL MINISTRY</b> (In post 2013-238; 2014-238.5; 2015-240; 2016-242.5)								
a. Clergy Stipends	6,151,174		5,896,521		(254,653)		5,949,558	
b. Clergy National Insurance	511,220		473,937		(37,283)		468,480	
c. Clergy Pensions	2,238,518		2,114,556		(123,962)		2,144,398	
e. Housing Assist for Retired Clergy(Vote5)	162,751		162,751		-		155,544	
f. Removal and Resettlement	168,173		239,209		71,036		167,252	
g. University Chaplains	36,856		37,230		374		36,252	
h. Other Clergy costs	44,893		30,940		(13,953)		52,033	
i. Stipend Contribns frm oth denominations	(8,500)		-		8,500		(6,760)	
		9,305,085		8,955,144		(349,941)		8,966,757
<b>(2) HOUSING</b>								
a. Estates Dept Staff Costs	182,723		168,869		(13,854)		176,190	
<b>Parsonage Houses</b>								
e. Repairs / Excess Insurance-Clergy Houses	466,236		459,520		(6,716)		455,343	
f. Parsonages: Servicing of Boilers	20,000		17,453		(2,547)		20,990	
g. Parsonages: Trees	37,000		30,164		(6,836)		34,921	
Parsonage Repairs sub-total	523,236		507,137		(16,099)		511,254	
<b>Other Direct Parsonage Expenditure</b>								
b. Rented Garages	-		-		-		-	
c. Parsonage Water Rates	89,230		96,450		7,220		94,557	
d. Parsonage Insurance	83,376		86,304		2,928		79,620	
j. Parsonages: Internal Decorations	17,000		14,556		(2,444)		12,951	
p. Parsonages: Council Tax	518,014		514,745		(3,269)		506,599	
Other Direct Expenditure sub-total	707,620		712,055		4,435		693,727	
<b>Indirect Parsonage Expenditure</b>								
h. Parsonages: Surveyor's Fees	100,435		100,435		-		98,853	
i. Parsonages: Surveyor's Expenses	3,000		3,606		606		2,250	
k. Parsonages: Other Professional Fees	5,000		1,233		(3,767)		7,328	
k. Parsonages: Land Registration	900		1,016		116		503	
l. Parsonages: Utility Costs in Vacancies	-		17,897		17,897		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	(5,000)		-		5,000		(1,142)	
Other costs sub-total	139,335		159,187		19,852		148,619	
<b>Parsonage Houses</b>	1,552,914		1,547,248		(5,666)		1,529,790	
<b>Board of Finance Properties</b>								
I. Corporate Property Repairs	128,178		148,922		20,744		201,872	
I. First Post Curate - Housing Provision	36,255		97,596		61,341		51,015	
q. <b>Total Total Board of Finance Properties</b>	164,433		246,518		82,085		252,887	
		1,717,347		1,793,766		76,419		1,782,677
<b>(3) OTHER MINISTRY COSTS</b>								
a. Archdeacons' Staff costs	206,144		199,745		(6,399)		195,793	
b. Archdeacons' Office - Administration costs	32,791		27,029		(5,762)		28,178	
c. Safeguarding Officer Staff costs	39,581		51,437		11,856		39,045	
d. Safeguarding Officer - Administration costs	4,300		8,074		3,774		2,953	
d. CCPAS Charges	14,200		11,670		(2,530)		12,444	
e. Contribution to Rural Deans' Expenses	80,000		39,687		(40,313)		29,914	
f. National Ordinands Training costs ("Vote 1" + "Pooling charge")	565,793		565,793		-		494,061	
g. Clergy Legal Defence Scheme	1,000		143		(857)		142	
h. Widows and Retirement Officers	-		-		-		-	
i. Bishop's Office Supplement	-		-		-		-	
j. Clergy Counselling Service	17,500		11,142		(6,358)		13,780	
		961,309		914,720		(46,589)		816,310

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<b>(4) COUNCIL FOR DISCIPLESHIP &amp; MINISTRY</b>								
<u>Vocations and Ordinands Team</u>								
a. Stipends salaries and on-costs (VO)	101,049		84,600		(16,449)		88,494	
b. Vocations and Ordinands Team - Operating costs	17,300		14,821		(2,479)		17,113	
c. Candidates in Training Support	201,500		197,686		(3,814)		136,796	
d. Collections at Ordination & Conf Servs	(18,500)		(18,390)		110		(20,577)	
<u>Ministerial Development Team</u>								
e. Ministerial Development Team Staff Costs	138,862		130,298		(8,564)		134,084	
f. CrDM - Ministerial Development Team - Operating costs	129,215		101,941		(27,274)		129,329	
g. Clergy Study Days	35,000		36,594		1,594		52,694	
<u>Parish Development Team</u>								
h. Parish Development Team Staff Costs	274,837		271,890		(2,947)		250,088	
i. Parish Development Team - Operating Costs	8,130		6,528		(1,602)		6,300	
j. Parish Development Team - Project Costs	25,500		19,644		(5,856)		3,058	
<u>Youth and Children's Work</u>								
k. Youth Work Admin - Operating costs	8,600		7,579		(1,021)		7,288	
l. Youth Work Admin - Projects	16,000		12,832		(3,168)		9,486	
m. Children (see 3011612) - Operating costs	12,150		5,466		(6,684)		5,273	
<u>Mission Resourcing</u>								
m. Resourcing and Stewardship(see 3011614) - Operating costs	5,400		2,997		(2,403)		4,192	
<u>Other CrDM activities</u>								
n. Association of Readers	6,000		6,000		-		6,000	
o. Bursaries	2,000		80		(1,920)		-	
o. Easter Monday Pilgrimage	1,000		273		(727)		-	
p. Hudson Memorial Library	3,543		3,543		-		3,543	
q. CrDM General Expenses	500		860		360		1,007	
r. Share of Central Service Costs	27,413		24,243		(3,170)		23,102	
		995,499		909,485		(86,014)		857,270
<b>(5) BOARD FOR CHURCH AND SOCIETY</b>								
<u>Board Administration</u>								
a. BCS Staff	213,539		197,310		(16,229)		206,883	
b. Pensioner supplements	2,475		2,554		79		2,498	
c. BCS Central Administration costs	10,560		10,304		(256)		9,465	
c. Interfaith - Operating costs	2,750		3,499		749		2,352	
c. Chaplain to the Deaf - Operating costs	1,000		-		(1,000)		200	
c. Diocesan Environment Officer expenses	500		50		(450)		-	
<u>Dedicated Funds</u>								
l. Chaplaincy Support	-		-		-		-	
l. Grant to Ecumenical Partnership-(EPI)	29,600		42,500		12,900		28,570	
l. Environment Grants	4,000		65		(3,935)		60	
l. Flagship Mission Projects (Bd for C & S)	15,000		15,000		-		15,000	
l. Living God's Love	12,500		12,471		(29)		12,397	
l. Alloc AB Council Mission Grant - LGL	(5,000)		(5,000)		-		-	
l. Refugee and Asylum Work	200		30		(170)		-	
l. E of England Faiths Council	-		-		-		-	
l. International Links (CPWM / CLG)	6,500		4,951		(1,549)		5,163	
l. Ecumenism	4,500		3,105		(1,395)		3,349	
l. Evangelism Initiatives	8,500		11,227		2,727		7,699	
l. Alloc AB Council Mission Grant - Evangelism Initiatives	(5,000)		(5,000)		-		-	
l. Rural Strategy Group	1,500		833		(667)		1,036	
l. Urban Forum	-		-		-		-	
v. Programme Groups	7,200		2,643		(4,557)		4,735	
w. Investment Income	(4,465)		(3,927)		538		(4,631)	
x. Central Service costs reallocated to BCS	9,138		8,081		(1,057)		7,701	
		314,997		300,696		(14,301)		302,477
<b>(6) ADMINISTRATION &amp; LEGAL</b>								
a. Administration and Legal Staff costs	631,661		612,450		(19,211)		578,315	
b. Diocesan Offices	193,232		181,978		(11,254)		174,818	
c. Diocesan Registry costs	47,536		40,500		(7,036)		42,565	
d. Faculty Fees	30,000		31,585		1,585		40,951	
e. Diocesan Chancellor's retainer	9,196		9,223		27		9,078	
f. Diocesan Synod	3,750		1,137		(2,613)		4,936	
g. General Synod Meetings	15,000		11,442		(3,558)		9,493	
h. Boards, Committees, & Officers' Expenses	13,150		13,406		256		10,738	
i. Archivists and Miscellaneous	5,000		6,000		1,000		3,000	
j. Central costs reallocated to Oth Boards	(45,689)		(44,446)		1,243		(42,354)	
		902,836		863,275		(39,561)		831,540
<b>(7) NATIONAL CHURCH REQUIREMENT</b>		453,377		453,682		305		446,427

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<b>(8) COMMUNICATIONS AND INFORMATION TECHNOLOGY</b>								
a. Staff costs	180,135		168,466		(11,669)		129,951	
b. Communications Office Administration Costs	4,565		4,044		(521)		3,120	
c. Communications Projects	9,710		10,566		856		12,140	
f. Anniversary Celebrations (Celebrate 100)	-		-		-		-	
d. SEE Round AND Directories	-		(24)		(24)		(726)	
e. Information Technology	45,273		44,661		(612)		45,017	
		239,683		227,713		(11,970)		189,502
<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	388,568		317,837		(70,731)		312,568	
c. Less: Common Fund Management Charge to CFSE and grant received	(388,568)		(317,837)		70,731		(312,568)	
		10,000		10,000		-		10,000
<b>(10) TOTAL EXPENDITURE</b>		<b>14,900,133</b>		<b>14,428,481</b>		<b>(471,652)</b>		<b>14,202,960</b>
<b>(11) LESS: SUMS AVAILABLE</b>								
<u>Selective allocations and statutory income</u>								
a. Guaranteed Annuities & Selective Alloc	(6,700)		(5,673)		1,027		(6,584)	
b. Fees, Chaplaincies and Trusts	(757,000)		(739,231)		17,769		(861,812)	
		(763,700)		(744,904)		18,796		(868,396)
<u>Income from property and investments</u>								
c1. Glebe Income	(435,000)		(447,899)		(12,899)		(410,593)	
c2. Glebe Expenses	181,000		127,341		(53,659)		159,825	
d. Income from Lettings and Rents	(285,000)		(271,480)		13,520		(350,965)	
e. Investment Income	(753,000)		(568,486)		184,514		(630,598)	
		(1,292,000)		(1,160,524)		131,476		(1,232,331)
<u>Grants and donations received</u>								
f. Subscriptions and Donations	(2,500)		(753)		1,747		(3,557)	
g. Legacy and PCC Trust Income	(50,000)		(48,367)		1,633		(51,145)	
h. Grant from EIG (Allchurches Trust Ltd)	(130,000)		(146,926)		(16,926)		(143,342)	
		(182,500)		(196,046)		(13,546)		(198,044)
<u>Parish share adjustments</u>								
i. Pastoral Aid Support Grants	300,000		233,907		(66,093)		235,950	
j. Stipend contributions during vacancies	-		-		-		-	
		300,000		233,907		(66,093)		235,950
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	-		-		-		-	
m. Transfer from CCFS	-		-		-		-	
		(1,938,200)		(1,867,567)		70,633		(2,062,821)
<b>(12) EXPENDITURE, NET OF SUMS AVAILABLE</b>		<b>12,961,933</b>		<b>12,560,914</b>		<b>(401,019)</b>		<b>12,140,139</b>
<b>(13) COMMON FUND RECEIPTS</b>								
Current Year	(12,911,933)		(12,502,323)		409,610		(12,169,464)	
Prior Years	(50,000)		(131,428)		(81,428)		(73,532)	
	<b>(12,961,933)</b>		<b>(12,633,751)</b>		<b>328,182</b>		<b>(12,242,996)</b>	
<b>(14) Deficit / (Surplus)</b>								
		-		(72,837)		(72,837)		(102,857)

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## Previous Year

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<b>Diocesan Offices</b>								
<b>Assignable Office Costs</b>								
General/ Water Rates(Dioc Office)		18,479		13,548		(4,931)		11,557
Electricity - Holywell Lodge	6,518		4,813		(1,705)		5,622	
Gas - Holywell Lodge	6,739		5,856		(883)		6,619	
Heat and Light		13,257		10,669		(2,588)		12,241
Cleaning Materials	1,247		1,043		(204)		1,121	
Window Cleaning	260		-		(260)		125	
Laundry	3,830		4,193		363		3,826	
Contract Cleaners	20,408		24,444		4,036		22,307	
Cleaning		25,745		29,680		3,935		27,379
Telephone - Holywell Lodge	8,761		4,580		(4,181)		4,254	
Diocesan Annual Report	1,250		872		(378)		872	
IT and Telecomms		10,011		5,452		(4,559)		5,126
Professional Fees	5,000		6,610		1,610		7,668	
Audit Fees and Expenses - DBF	20,000		21,600		1,600		21,944	
Fees		25,000		28,210		3,210		29,612
Building Depreciation (Holywell Lodge)	20,000		20,000		-		20,000	
Garden	1,200		1,234		34		1,180	
Repairs and Renewals - Admin	-		-		-		-	
Fire Extinguishers	700		345		(355)		-	
Insurance	20,000		20,160		160		19,094	
Other		41,900		41,739		(161)		40,274
		134,392		129,298		(5,094)		126,189
<b>Non Assignable Office Costs</b>								
Postage - Diocesan Office	9,000		8,186		(814)		8,601	
Printing (Admin)	-		-		-		-	
Stationery (Admin)	8,000		7,611		(389)		4,804	
Photocopier usage	8,500		5,568		(2,932)		7,057	
		25,500		21,365		(4,135)		20,462
Staff Development and Training	4,250		3,798		(452)		5,152	
		4,250		3,798		(452)		5,152
Office and Household Equip under £1000	1,500		1,487		(13)		784	
Computer Equipment under £1000-Admin	1,000		2,096		1,096		1,382	
		2,500		3,583		1,083		2,166
Depreciation - Admin		16,240		15,454		(786)		8,827
Profit / Loss Disposal of Fixed Assets		-		(375)		(375)		-
Publications		900		270		(630)		1,047
Catering - Holywell Lodge		3,200		3,582		382		3,683
Staff Recruitment - General Admin		3,000		1,012		(1,988)		4,853
Bank Charges		2,750		3,177		427		1,852
VAT Reclaimed		-		-		-		-
Miscellaneous - Admin		500		814		314		587
Currency Variance		-		-		-		-
		58,840		52,680		(6,160)		48,629
Sub-Total - Diocesan Officer Assignable and Non-Assignable Costs		193,232		181,978		(11,254)		174,818
Less: Notional Recharge to Diocesan Registry		-		-		-		-
<b>TOTAL "DIOCESAN OFFICE"</b>		193,232		181,978		(11,254)		174,818

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<b>Diocesan Board of Education Summary</b>				
<b>Consolidated Fund for Statutory Education</b>				
<u>Income</u>				
Service Level Agreements (net)	(8,917)	-	8,917	-
Primary Purpose - Courses (net)	-	-	-	-
Primary Purpose - SchoolBuildingProjects (net)	(34,950)	(14,426)	20,524	(29,296)
Rental of School Properties	(24,370)	(9,280)	15,090	(16,220)
CFSE Investment Income	(238,000)	(209,345)	28,655	(229,770)
Grants receivable	(85,000)	(85,000)	-	(81,800)
Other Income	-	(616)	(616)	(381)
<b>Total Income</b>	<b>(391,237)</b>	<b>(318,668)</b>	<b>72,569</b>	<b>(357,467)</b>
<u>Expenditure</u>				
Staff Costs	360,080	327,487	(32,593)	(18,023)
Staff Costs within SLA, Courses and Levy	-	(42,529)	(42,529)	294,545
Costs recoverable from DSAMAT	-	(7,887)	(7,887)	-
Other CFSE Direct Costs	20,238	25,842	5,604	(62,922)
Education Centre - Office Expenses	8,250	7,037	(1,213)	-
Grants Payable	500	500	-	-
Other Expenditure	7,300	5,252	(2,048)	(18,023)
<b>Total Expenditure</b>	<b>396,368</b>	<b>315,703</b>	<b>(80,665)</b>	<b>294,545</b>
<b>Outturn before Exceptional Items</b>	<b>5,131</b>	<b>(2,965)</b>	<b>(8,096)</b>	<b>(62,922)</b>
<b>Exceptional items</b>	<b>-</b>	<b>(327,260)</b>	<b>(327,260)</b>	<b>327,259</b>
<b>OUTTURN</b>	<b>5,131</b>	<b>(330,225)</b>	<b>(335,356)</b>	<b>264,338</b>