Cur.
Parish 3/4/18

Section 1
Parish Assets and Liabilities

As at Sunday, 1 January 2017	
Opening Balances	
Bank	**2,381.82**
Cash	? **38.73**
Income for Year	402,895.61
Total	405,316.16

Expenditure for Year	401,208.74
As at Sunday, 31 December 2017	
Closing Balances	
Bank	**4,107.42**
Cash	**0.00**
Total	405,316.16

Statement of cash assets at year end	
Monies in Parish :	
Current Accounts	**4,090.44**
Deposit Accounts	**16.98**
Cash on Hand	**0.00**
Monies with Diocese :	
PIF	**0.00**
PAF	**1,182.73**
Other (please specify)	**0.00**
Total	**5,290.15**

Statement of cash liabilities	
Debt to Diocese at 1st Jan	**23,519.92**
Add : Loans	**0.00**
Subtotal	**23,519.92**
Less : Repayments	**0.00**
Subtotal	**23,519.92**
Add : Unpaid Levies	**0.00**
Total	**23,519.92**

I hereby certify that this summary is a wholly accurate reflection of all the financial transactions of the following parish:

St Augustine's, Coatbridge

Date 19-Feb-2018.

Signed Rev. Michael J. Kane **Parish Priest**

Section 2
Income

Code	Description	Total
Income		
4100	Church Ordinary Income	128,846.63
4102	Tax Repayments On Gift Aid	19,146.87
4103	Special Collection	14,415.00
4104	Votive Candles	9,665.00
4105	Halls Rental Income	20,837.29
4106	Halls Bar/catering Income	132,556.48
4107	Fundraising	11,150.00
4108	Hospital/ Prison Chaplaincy	3,842.00
4109	Bank Interest (Parish Accounts)	0.00
4110	Bank Interest (Hall Accounts)	0.00
4111	Diocesan Interest Received	2.95
4112	Stall	13,275.00
4113	Donations	9,270.40
4114	Refunds	11,733.56
4115	Legacies	5,500.00
4116	Other Income	7,107.50
4116B	Grant For Lift In Hall	15,546.93
	Total for Group	402,895.61
Other Income		
1111	PIF Repayments To Parish	0.00
1112	Parish Loan From Diocese	0.00
1113	Transfers From Other Accounts	75,313.10
	Total for Group	75,313.10
	Total Income	478,208.71

Section 3
Expenditure

Code	Description	Total
Church Management		
3201	Repairs And Maintenance	10,796.67
3202	Furnishings And Vestments	5,169.64
3203	Divine Service (include Votives)	11,744.56
3204	Stall	6,727.66
3205	Supply Costs And Other Church Fees	8,245.95
3299	Sundry	0.00
	Total for Group	42,684.48
Diocesan Management		
3603	Special Collections	15,820.00
3604	Diocesan Levy	3,840.72
3606	PIF Interest Payment	0.00
3608	PIF And PAF	29,000.00
3609	PIF/PAF Interest	2.95
	Total for Group	48,663.67
General Parish Management		
3601	Pastoral Renewal	8,853.79
3602	Clergy Professional Development	633.99
3610	Donations To Charities	6,094.00
3611	Salaries And NIC (Clergy)	11,382.00
3612	Salaries And NIC (Employees)	35,343.07
3613	Telephone (Overall)	2,450.96
3614	Travel Expenses And Car Insurance	5,039.53
3615	Heat And Light (Overall)	20,646.16
3616	Council Tax	2,696.02
3617	Water Rates (Overall)	643.88
3618	School Chaplaincy Support	1,736.10
3619	Overall Insurance (inc, St Mungo)	6,758.71
3621	Gifts From Parish And Hospitality	4,590.60
3622	Hospitality	0.00
3623	Fundraising Expenses	987.06
3699	Sundry	1,205.29
3699A	Loan Repayment	216.00
	Total for Group	109,277.16
Grounds Management		
3401	Repairs And Maintenance	1,465.16

Section 3
Expenditure

Code	Description	Total
3402	Other	0.00
3499	Sundry(e.g. Electrical, Reports ...)	0.00
	Total for Group	1,465.16

Hall Management		
3301	Repairs And Maintenance	57,352.05 ✓
3302	Furnishings	1,160.15 ✓
3303	Bar/Catering	53,504.56 ✓
3304	Cleaning	1,522.10 ✓
3305	Wages £48,438.89 ✓	37,827.90
3306	Telephone	0.00
3307	Hall Equipment	6,396.76 ✓
3399	Sundry	263.89 ✓
3399B	HMRC VAT	10,610.99
	Total for Group	168,638.40

House Management		
3101	Housekeeping	7,031.59 ✓
3102	Repairs And Maintenance	391.56 ✓
3103	Furnishings	1,663.29 ✓
3199	Sundry	29.10 ✓
	Total for Group	9,115.54

Office Management		
3501	Repairs And Maintenance	0.00
3502	Furnishing And Equipment	0.00
3503	Printing, Stationery And Admin	10,064.44 ✓
3504	Professional Costs (eg Audit)	9,236.11 ✓
3505	Bank Charges 3599	1,641.00
3599	Sundry	422.78 ✓
	Total for Group	21,364.33

Other Expenditure		
3700	Transfers To Other Accounts	75,313.10 ✓
	Total for Group	75,313.10

	Total Expenditure	476,521.84 ✓

Section 4
Special Collections

Date Paid	Description	Received	Paid Out
17/03/2017	Crib Collection	530.00	530.00
17/03/2017	Justice And Peace	740.00	740.00
12/06/2017	Lenten Appeal For Diocese	850.00	850.00
15/12/2017	SCIAF Boxes	610.00	610.00
12/06/2017	Holy Places	1,240.00	1,240.00
20/11/2017	Students Fund	1,500.00	1,500.00
06/10/2017	Communications	830.00	830.00
06/10/2017	Peter's Pence	1,010.00	1,010.00
28/12/2017	MIssio Scotland	1,080.00	1,080.00
06/10/2017	Deanery Mission Appeal	1,320.00	1,320.00
17/03/2017	Catholic Education	765.00	765.00
15/12/2017	SCIAF Appeals	2,460.00	2,460.00
06/10/2017	Day Of Life	665.00	665.00
20/11/2017	Sea Sunday	815.00	2,220.00
	Totals	14,415.00	15,820.00

SECTION 5

BANK calculation as at 31st (last day of business) December.

Complete the following for each Current Account & Deposit/Interest Bearing Account used by the Parish. Remember to enclose a Certificate of Balance, as at 31st (last day of business) December, for each account. ALL parish accounts must be reported.

Current Account(s):

Name of Account	Account Number	True Balance
1. ST AUGUSTINE'S MAIN	00244636	1114.52
2. ST AUGUSTINE'S G/A	00244664	7.64
3. PARISH CENTRE A/C	10108765	2968.28
4.		
5.		
Total of ALL Current Accounts at year end:		£ 4090.44

Deposit/Interest Accounts:

Name of Account	Account Number	True Balance
1. ST AUG. SAVINGS A/C	01563207	16.98
2.		
3.		
4.		
5.		
Total of ALL Deposit/Interest Accounts at year end:		£ 16.98

Transfer the TOTAL from each category of Accounts listed above and used by the Parish to the front page of this Returns Form as *Monies in Parish*. Also use the grand total from this page as *Closing Balances at Bank* on the front page. Thank you.

SECTION 6

Please list below the details of all the **Current Accounts** for which this return has been prepared. *Enclose this page with your Annual Returns Form together with a "Certificate of Balance" for each account listed.* Thank you.

Name of Account	RCDM ST. AUGUSTINES MAIN A/C	Balance as per statement	£ 1114.52
Purpose of Account	MAIN PARISH A/C	Less un-cashed cheques:	£ /
Name of Bank	BANK OF SCOTLAND	Add lodgements un-banked	/
Address of Bank	MAIN ST COATBRIDGE ML5 3EG	TRUE BANK BALANCE	£ 1114.52
Sort Code	80-12 97	Account Number	00244656

Name of Account	RCDM ST AUGUSTINE'S GIFT AID	Balance as per statement	£ 7.64
Purpose of Account	GIFT AID A/C	Less un-cashed cheques:	£ /
Name of Bank	BANK OF SCOTLAND	Add lodgements un-banked	/
Address of Bank	MAIN ST COATBRIDGE ML5 3EG	TRUE BANK BALANCE	£ 7.64
Sort Code	80-12-97	Account Number	00244664

Name of Account	PARISH CENTRE A/C	Balance as per statement	£ 2968.28
Purpose of Account	PARISH CENTRE	Less un-cashed cheques:	£ /
Name of Bank	BANK OF SCOTLAND	Add lodgements un-banked	/
Address of Bank	MAIN ST COATBRIDGE ML5 3EG	TRUE BANK BALANCE	£ 2968.28
Sort Code	80-12-97	Account Number	10108765

Total Bank Balances at 31st December £

SECTION 6

Please list below the details of all the **Current Accounts** for which this return has been prepared. *Enclose this page with your Annual Returns Form together with a "Certificate of Balance" for each account listed.* Thank you.

Name of Account	ST AUGUSTINE'S SAVING A/C	Balance as per statement	£ 16.98
Purpose of Account	SAVINGS A/C	Less un-cashed cheques:	£ –
Name of Bank	BANK of SCOTLAND	Add lodgements un-banked	/
Address of Bank	MAIN ST COATBRIDGE ML5 3EB	TRUE BANK BALANCE	£ 16.98
Sort Code	80-12-97	Account Number	01503 207

Name of Account		Balance as per statement	£
Purpose of Account		Less un-cashed cheques:	£
Name of Bank		Add lodgements un-banked	
Address of Bank		TRUE BANK BALANCE	£
Sort Code		Account Number	

Name of Account		Balance as per statement	£
Purpose of Account		Less un-cashed cheques:	£
Name of Bank		Add lodgements un-banked	
Address of Bank		TRUE BANK BALANCE	£
Sort Code		Account Number	

Total Bank Balances at 31st December

£ 4107.42

Photocopy as required

SECTION 7

Financial Returns – Check List

The following Financial Record System is used at parish level:

1. Weekly Cash Income & Expenditure Sheets **Yes/No***
2. Monthly Accounts (with bank reconciliation) **Yes/No***
3. Quarterly Accounts (Quarterly Working Sheets/parish design) **Yes/No***
4. Annual Accounts (other than Returns Form) **Yes/No***

**delete as appropriate*

5. Other (please specify) ______________________________

With this check list, I enclose the following:

1. *Parish Financial Returns Form* ☐
2. Bank Account *True Balance at Bank working sheets* ☐
3. *Bank Statement for all bank accounts within the parish domain.* ☐

Parish Finance Team

The members of the Parish Finance Team are:-

1. ______________________________ **2.** ______________________________

3. ______________________________ **4.** ______________________________