

**Leicester Diocesan Board  
of Finance**

**Report and Financial Statements**

**For the year ended  
31 December 2012**

**Company Registered No 227087  
Registered Charity No 249100**

**Leicester Diocesan Board of Finance**  
Report and Financial Statements

For the year ended 31 December 2012

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**Leicester Diocesan Board of Finance**  
**(a company limited by guarantee not having share capital)**  
**CHAIRMAN'S REPORT**

For the year ended 31 December 2012

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I am pleased to report that for the second consecutive year our annual operating income and costs are broadly balanced. This has been achieved despite parish share receipts again being static whilst ministry costs have increased. It is encouraging that the income from the good performance of investments from our own portfolios and those of the church commissioners has enabled the provision of parish ministry which would otherwise not have been possible. It is worth noting that over half of the benefices in the diocese are net beneficiaries of these sources of income.

Following approval by Diocesan Synod, and a very successful trial in one Deanery, the new parish contribution system will be introduced throughout the Diocese during 2014. It is designed to encourage mutual support across parish and benefice boundaries, and to reinforce a better understanding of the totality of what we are achieving in mission throughout Leicestershire.

The capital assets of the Diocese have continued to prosper. As I have already mentioned the income they generate is an essential component in maintaining the greatest level of ordained ministry throughout the diocese that we can. At the end of 2012 our net assets were valued at £71.3m in comparison to the valuation 12 months earlier of £68.7m. The main increases in value were due to a £1.2m increase in Glebe assets plus a stronger stock market at the end of the year.

The continuing growth of our capital base over a number of years has led to a discussion of what should be retained for the future and what should be used to support our mission and ministry in this generation. Following debates at Diocesan Synod it was agreed that we should set up both a Growth Fund and a Capital Fund to provide additional resources to support mission led growth projects primarily in parishes and benefices. The Growth Fund has now been launched and the Capital Fund will be fully operational by the end of 2013.

Following its refurbishment in 2010, and the significant grant voted to it by Diocesan Synod, Launde Abbey completed its second year of operation since reopening with strongly growing retreatant numbers, a revitalised programme of retreats, a growing reputation for high quality and generous hospitality and a new warden – Alison Christian. Therefore, perhaps unsurprisingly, little call has been made on the contingency funding which was set aside for the Abbey earlier in 2012. It seems likely that the Abbey will now be able to rebuild reserves for the inevitable capital costs which this type of building will incur in the future. The Diocesan Board of Finance, as custodian trustee, maintains an active and supportive interest in the affairs of Launde Abbey.

In respect of our investment in St Martins House, the exciting news of the discovery, and likely interment of the mortal remains, of King Richard III in Leicester Cathedral can only be positive news for both institutions. The establishment of a long term partnership with the City of Leicester to develop the Cathedral Gardens very rapidly represents a unique opportunity for us, but not without significant risk which will need to be managed extremely carefully. At the same time as the appointment of a new Dean, the Diocese will need to consider whether and how it can assist the Cathedral to maximise the opportunities it has been presented with. This will include consideration of how the Diocesan Board of Finance can work together with the Cathedral so that its finances can be put on a sound footing.

**Leicester Diocesan Board of Finance**  
**(a company limited by guarantee not having share capital)**  
CHAIRMAN'S REPORT

For the year ended 31 December 2012

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This has been another challenging and exciting year, not least because of the visit of Her Majesty The Queen in March. I remain indebted to the wise council of the other Trustees of the Diocesan Board of Finance, as well as their regular attendance at our meetings and the significant service they give to the Diocese in many different capacities. I should also like to make special mention of the group who have designed and are implementing the new parish contribution system, this is the third time we have proposed changes to the current system which has been operating since 2003. It is great credit to this group that they have found a solution to this important matter which we all hope will be a very good one.

Stephen Barney

May 2013

# **Leicester Diocesan Board of Finance**

## **DIRECTORS' AND TRUSTEES' REPORT**

For the year ended 31 December 2012

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The Trustees, who are also directors for the purposes of company law, present their combined Trustees' report and directors' report, together with the audited financial statements, for the year ended 31 December 2012.

Except for the section on the summary information about the structure of the Church of England, the three National Church Institutions and Leicester Cathedral this report refers to the Leicester Diocesan Board of Finance. The financial transactions of these other bodies do not form part of these financial statements.

### **Reference and administrative details of the Leicester Diocesan Board of Finance**

These are set out on pages 14 and 15.

### **Summary information about the structure of the Church of England**

The Church of England is organised as two provinces; each led by an archbishop (Canterbury for the Southern Province and York for the Northern). Each province comprises dioceses of which there are 43 in England.

Each diocese in England is divided into parishes. Each parish is overseen by a parish priest (usually called an incumbent, vicar or rector). From ancient times through to today, they and their bishop are responsible for the 'cure of souls' in their parish.

Her Majesty The Queen, who is the Supreme Governor of the Church of England, appoints Archbishops, Bishops and Deans of certain Cathedrals on the advice of the Prime Minister. The two Archbishops and 24 senior Bishops sit in the House of Lords.

The Church of England is episcopally-led (there are 108 bishops including Diocesan, Assistant and Suffragan Bishops). It is governed by General Synod as its legislative and deliberative body at national level, making decisions on matters of doctrine, the holding of church services and relations with other churches. General Synod passes measures which, if accepted by Parliament, have the effect of Acts of Parliament. It is made up of three groups or houses of members: the Houses of Bishops, of Clergy and of Laity, and meets in London or York at least twice annually to consider legislation for the broader good of the Church.

### **The three National Church Institutions**

The Archbishops' Council, the Church Commissioners and the Church of England Pensions Board are sometimes referred to as the three National Church Institutions.

The Archbishops' Council was established in 1999 '*to co-ordinate, promote, aid and further the mission of the Church of England*'. Its task is to give a clear sense of direction to the Church nationally and support the Church locally by acting as a policy discussion forum.

The Church Commissioners manage the historic assets of the Church of England, spending most of their income on pensions for the clergy. The costs of episcopal administration through the Diocesan, Assistant and Suffragan Bishops are met by the Church Commissioners.

The Church of England Pensions Board was established by the Church Assembly in 1926 as the Church of England's pensions authority and to administer the pension scheme for the clergy. Subsequently it has been given wider powers, in respect of discretionary benefits and accommodation both for those retired from stipendiary ministry and for widow(er)s of those who have served in that ministry, and to administer pension schemes for lay employees of Church organisations.

The Board, which reports to the General Synod, is trustee of a number of pension funds and charitable funds. Whilst the Church has drawn together under the Board its central responsibilities for retirement welfare, the Board works in close cooperation both with the Archbishops' Council and with the Church Commissioners.

# **Leicester Diocesan Board of Finance**

## **DIRECTORS' AND TRUSTEES' REPORT**

For the year ended 31 December 2012

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### **Leicester Cathedral**

The Cathedral is the mother church of the Diocese and legally is constituted as a separate charity currently exempt from Charity Commission registration and supervision. Copies of its Trustees' report and financial statements may be obtained from St Martins House.

### **Structure, governance and management of the Diocese of Leicester**

The Diocese of Leicester was restored in 1926, and consists of the City of Leicester and the County of Leicestershire, with the addition of a few parishes on its borders. It covers an area of 835 square miles and has a population of approximately 1 million. Whilst much of the diocese is rural, there are significant market towns and suburban centres. The City of Leicester has a population of approximately 330,000.

The Diocese is arranged as two Archdeaconries, with Loughborough broadly covering the western part, with 5 deaneries, and Leicester covering the city and eastern part with 5 deaneries. In total there are 237 parishes and currently 139 stipendiary clergy.

The Diocese is the principal pastoral and in turn financial and administrative resource of the Church of England, encompassing the two Archdeaconries under the spiritual leadership of the Diocesan Bishop.

### **Diocesan governance**

The Diocese is governed by the Synodical Government Measure 1969. Its statutory governing body is the Diocesan Synod, which is an elected body with broadly equal numbers of clergy and lay people from all parts of the Diocese meeting together with the diocesan bishop and archdeacons. Its role is to:

- consider matters affecting the Church of England in the diocese;
- act as a forum for debate of Christian opinion on matters of religious or public interest;
- advise the bishop where requested;
- deal with matters referred by General Synod;
- provide for the financing of the diocese.

The Diocesan Synod works according to Standing Orders which were approved by Synod in 2002. Members of the Synod hold office for a term of three years. Membership consists of ex officio members, namely the Bishops, the Dean of the Cathedral, the Archdeacons, the Chancellor of the Diocese, the Diocesan General Synod members and the chairs of the Board of Finance and the Diocesan Advisory Committee. Clergy members are elected by the houses of clergy in Deanery Synods, laypersons are elected by the houses of laity in Deanery Synods. A maximum of ten members (five clergy, five lay) may be nominated by the Diocesan Bishop. The Diocesan Synod normally meets three times a year. Many of Diocesan Synod's responsibilities have been delegated to its Standing Committee, the Bishop's Council.

### **Deaneries**

A deanery is a group of parishes over which an area dean has oversight and an archdeaconry is a group of deaneries for which an archdeacon is responsible. Each of the ten deaneries in the Diocese is governed by a Deanery Synod. Each Deanery Synod has two houses, laity and clergy, and its role is to:

- respond to requests from General Synod;
- give effect to the decisions made by the Diocesan Synod;
- consider matters affecting the Church of England by drawing together the views of the parishes within the deanery;
- act as a channel of communication to express the views of parishes to Diocesan Synod and thence to General Synod;
- raise with Diocesan Synod such matters as it considers appropriate; and
- elect members of the deanery to the Diocesan Synod and of the diocese to General Synod.

# Leicester Diocesan Board of Finance

## DIRECTORS' AND TRUSTEES' REPORT

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### Parishes

A benefice is a parish or group of parishes served by an incumbent who typically receives a stipend and the benefit of free occupation and use of a parsonage house from the diocese for carrying out spiritual duties.

The Parochial Church Council (PCC) is the elected governing body of an individual parish which broadly is the smallest pastoral area in the Church of England. Typically each parish has one parish church. The PCC is made up of the incumbent as chairman, the churchwardens and a number of elected and ex officio members. Each PCC is a charity and, until recently, were exempted from registration with the Charity Commission. Following the Charities Act 2011, however, PCCs with gross income over £100,000 are required to register with the Charity Commission. Except where shown, the transactions of PCCs do not form part of these financial statements. Financial statements of an individual PCC can be obtained from the relevant PCC treasurer.

### Company status

The company, Leicester Diocesan Board of Finance (LDBF), was formed to manage the financial affairs and hold the assets of the Diocese. It was incorporated on 4 January 1928 as a charitable company limited by membership guarantees (No. 227087) and its governing documents are the Memorandum and Articles of Association. LDBF is registered with the Charity Commission (No. 249100).

Every member of Diocesan Synod is a member of LDBF for company law purposes and has a personal liability limited to £1 under their guarantee as a company member in the event of its being wound up. The members of the Diocesan Finance Committee comprise the Board of Directors and the Trustees of LDBF.

### Decision-making structure

Diocesan Synod has delegated the following functions to the Bishop's Council (Standing Committee of the Synod):

- planning the business of Synod including the preparation of agendas and papers;
- initiation of proposals for action by the Diocesan Synod and provision of policy advice;
- transacting the business of the Diocesan Synod when not in session;
- advising the Diocesan Bishop on any matter;
- appointing members of committees and nominating individuals for election to committees;
- carrying out such other functions as the Synod may delegate to it.

Diocesan Synod has delegated the following functions to the Finance Committee (Board of Trustees and Board of Directors):

- management of the funds and property of the Diocese;
- preparation of annual estimates of expenditure;
- advising on action needed to raise the income necessary to finance expenditure;
- oversight of expenditure by bodies in receipt of Diocesan Synod's funds against estimates of expenditure approved by Diocesan Synod;
- advising Diocesan Synod of the financial aspects of its policy and on any other matters referred to it;
- appointing members of committees or nominating members for election to committees, subject to the directions of Diocesan Synod;
- carrying out any other functions delegated by Diocesan Synod.

The Board of Trustees has delegated responsibility for the day-to-day management of the company to the Chief Executive & Diocesan Secretary who is supported by a number of heads of departments and their staff.

## **Leicester Diocesan Board of Finance**

### **DIRECTORS' AND TRUSTEES' REPORT**

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#### **Committee structure**

There are a number of Diocesan Synod committees that, though not all of these are sub-committees of LDBF, can influence the operations of LDBF. Those following are statutory committees:

*Houses Committee*, which is responsible for managing and maintaining the parsonage houses in each benefice, including buying, repairing, maintaining and disposing of all parsonage houses, team vicarages and houses owned by LDBF.

*Glebe Committee*, which is responsible for implementing policy and making major decisions concerning the management of glebe property and investments for the benefit of the Diocesan Stipends Fund of the Diocese.

*Diocesan Mission and Pastoral Committee*, which is responsible for the task of approving pastoral reorganisation, taking account of available clergy numbers and making use of new patterns of ministry.

*Diocesan Advisory Committee*, which advises on matters affecting churches and places of worship such as the granting of faculties, architecture, archaeology, art and the history of places of worship, the use and care of places of worship and their contents and the care of churchyards.

*Leicester Diocesan Board of Patronage*, which is constituted under the provisions of the Patronage (Benefices) Measure 1986, is sole patron or joint patron of a number of benefices.

*Closed Church Buildings Committee*, which is responsible for finding appropriate alternative uses for churches that have been declared redundant.

*Vacancy in See Committee*, which is responsible for representing the Diocese in the appointment process of a Diocesan Bishop.

#### **Bishop's Council**

The Bishop's Council is the Standing Committee of Synod. Bishop's Council consists of 8 ex-officio members, including the Diocesan Bishop, the Assistant Bishop and the two Archdeacons, 3 clergy elected by the house of clergy from among their number and 5 lay persons elected by the members of the house of laity and a maximum of 2 members nominated by the Diocesan Bishop.

The *Finance Committee*, whose members are the Directors of the company and Trustees of the charity, is responsible for considering the financial affairs of the Diocese. Amongst other things, it draws up draft budgets for approval by the Trustees prior to submission to Diocesan Synod and monitors expenditure and income.

The *Investment Committee (a sub-committee of the Finance Committee)* is responsible for determining and overseeing the investment policy of the LDBF.

The *Audit Committee (a sub-committee of the Finance Committee)* is responsible for assisting the Trustees in the discharge of their responsibilities for accounting policies, risk management, internal control and financial reporting, including liaison with the auditors.

#### **Appointment of Trustees**

The Trustees are the members of the Finance Committee and are appointed according to the Memorandum and Articles of Association, as shown on page 14. Some senior staff have job titles incorporating the title 'Director' but they are not directors of the company for the purposes of company law.

Trustees are given induction training when first appointed and receive ongoing training as appropriate.

## **Leicester Diocesan Board of Finance**

### **DIRECTORS' AND TRUSTEES' REPORT**

For the year ended 31 December 2012

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#### **Trustees' responsibilities**

Company law requires the Trustees (in their capacity as directors) to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the net incoming or outgoing resources of the company for that year.

The Trustees' Responsibilities are set out on page 16.

#### **Related parties**

##### **General Synod, Church Commissioners and Archbishops' Council**

LDBF has to comply with Measures passed by the General Synod of the Church of England and is required to make certain annual payments to the Archbishops' Council towards the running costs of the National Church. The stipends of the Diocesan and Area Bishops are borne by the Church Commissioners and are reflected in the financial statements as costs funded by grants received from the Church Commissioners.

##### **Parochial Church Councils (PCCs)**

LDBF is required by Measure to be custodian trustee in relation to PCC property, but the Company has no control over PCCs, which are independent charities. The accounts of PCCs and deaneries do not form part of these financial statements.

PCCs are able to influence the decision-making within LDBF and at Diocesan Synod level through representations to those bodies and through the input of their Deanery Synods.

#### **Connected charities**

##### **Leicester Diocesan Board of Education and Higher & Further Education Chaplaincies**

Through grant assistance the LDBF provides support to the work of the Leicester Diocesan Board of Education (charity no. 1151592 – from April 2013) and higher and further education chaplaincies in the Diocese.

##### **Leicester Cathedral Chapter**

By means of support in kind the LDBF provides accounting services to Leicester Cathedral Chapter.

##### **Launde Abbey Trustees**

By means of a long term loan of £500,000 to assist with the refurbishment of the Abbey, which is the Diocesan retreat house. At the end of 2012 capital and interest outstanding totalled £544,259.

##### **Coventry Diocesan Board of Finance**

The Trustees have a joint working arrangement with the Coventry Diocesan Board of Finance (company no. 319482; charity no. 247828) under which a number of staff are jointly employed.

## **Leicester Diocesan Board of Finance**

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#### **St Martins Cathedral Properties Limited (SMCP Ltd)**

In 2009 The Bishop of Leicester, Leicester Cathedral and Leicester Diocesan Board of Finance agreed development plans for the refurbishment of St Martins House, which began in early 2010. The Diocesan and Cathedral staff relocated to the new offices in January 2011.

The Trustees of SMCP Ltd include The Bishop, The Dean and the Chairman of the Board of Finance and five others. The Chief Executive & Diocesan Secretary is secretary to the Trustees.

The 2011 accounts showed a loan made available to St Martins Cathedral Properties Limited totalling £4,071,737. £3,290,598 of this was interest free. During 2012, a further £75,000 has been made available, £3,741 has been repaid and the total interest charged for the year is £33,267 which has been added to the principal. Therefore the amount outstanding at 31 December 2012 on the loan is £4,176,263.

The loan agreement for the interest free loan with St Martins Cathedral Properties Limited ensures that the totality of the funds made available from Leicester Diocesan Board of Finance are secured as a charge against the total value of the refurbished St Martins House, so that in the eventuality of its disposal, the Diocesan Board of Finance would recover an amount calculated as a percentage (based on the valuation of the property at 31 December 2011) of any future disposal proceeds. The property was valued by Andrew Granger & Co LLP as at 31 December 2011 at £4.25m. Consequently, LDBF will be entitled to 77.41% of any future disposal proceeds.

#### **Pension Schemes**

All stipendiary clergy in the diocese and some licensed lay workers are members of the Church of England clergy pension scheme. The contribution rate for this scheme in the year was 38.2% of the previous year's national minimum stipend, which equates to £7,785 per clergy person.

The lay staff of the diocese are members of either a defined benefit or a defined contribution section of the Church Worker's Pension Scheme.

#### **Risk management**

The Trustees confirm that the major risks, to which LDBF is exposed, as identified by the Trustees and staff, have been reviewed and that systems and procedures have been established to manage those risks. The Trustees have delegated to the Audit Committee the task of ensuring that risks are reviewed and managed as part of the risk management strategy.

The Audit Committee reviews the risk register periodically and reports to Trustees whether it is satisfied with its findings and makes recommendations as to areas for further work in subsequent years. The Trustees review the risk register at least annually as part of the corporate risk management strategy. The last review was done in November 2012.

# Leicester Diocesan Board of Finance

## DIRECTORS' AND TRUSTEES' REPORT

For the year ended 31 December 2012

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### Objectives and activities

#### Aims and objectives

LDBF aims to promote, facilitate and assist with the work and purposes of the Church of England for the advancement of the Christian faith in the Diocese of Leicester.

LDBF's strategy for achieving its objectives is to maintain the sound financial structure needed to enable it to continue supporting the clergy through the payment of stipends, managing parsonages and other ministerial housing and also by providing other facilities and resources in support of the ministry of both clergy and lay people in parishes across the Diocese.

The Trustees are aware of the Charity Commission's published guidance on the public benefit requirement in general and more particularly in *The Advancement of Religion for Public Benefit* and have had regard to it in their administration of the Diocese and in planning future activities and setting the grant making policy for the year.

The key activities may be summarised as:

- support for Mission and Ministry in the Parishes (includes all clergy training, housing, stipends, pension and all other expenditure supporting parish based ministry);
- support for the National Church institutions through an annual grant, including a contribution to the cost of training ordinands, and for providing retirement housing for clergy;
- support for the Diocesan Board of Education by way of a grant towards staffing costs and the provision of office accommodation and equipment.

#### Statutory functions

LDBF has responsibility for the management of glebe property and investments to generate income to support the cost of stipends.

It is the Diocesan Authority for parochial and other trusts and incorporates the functions and responsibilities of the Diocesan Parsonages Board.

The Trustees act as custodian Trustees in relation to PCC property and investments as necessary.

#### Grant-making (beneficiary-selection) policy

Grants are made to the National Church to cover proportions of its central costs, the cost of training for ministry and retired clergy housing (See note 5(b)(i) to the financial statements on page 28).

In addition grants are made as set out in note 7 to the Financial Statements on page 30 to a number of bodies, both Diocesan and non-Diocesan, and to individuals.

Grants are made on the basis of either statutory or budget obligation, individual need or towards the fulfilment of the objectives of LDBF.

# Leicester Diocesan Board of Finance

## DIRECTORS' AND TRUSTEES' REPORT

For the year ended 31 December 2012

### Achievements and performance

#### Plans and achievements in 2012

During 2012 LDBF planned to:

- implement an increase in the parish share to a maximum of 2.0%;
- make cost saving plans to deliver a balanced budget;
- Continue to review parish share collection through diocesan-wide consultation.

During the year LDBF has:

- Made a deficit (before unbudgeted, exceptional items) on operating activities per the management accounts of £36k;
- Seen an increase in the amount of parish share collected of £14k over 2011;
- Increased clergy stipends and pensions in line with national guidelines.

#### Operational performance

LDBF received £4.858 million of Parish Share due for the year (2011: £4.844 million) and has met all of its financial obligations to continue resourcing diocesan needs as these arise, including the support of the ministry, provision of well-maintained houses for the clergy, National Church responsibilities and enriching and facilitating many other aspects of church life throughout Leicester and Leicestershire.

#### External factors affecting performance

Every effort is made by the Diocese to hold down increases in the Parish Share, which is contributed by the PCCs towards the ministry and other costs of the Diocese. A large part of these other costs are staff salaries and building maintenance costs, which both tend to increase at a rate in excess of the Retail Price Index. In addition, the Diocese is having to maintain increased contributions to pension schemes on the staff defined benefit scheme.

### Financial review

#### Overall financial performance

The overall financial performance of the LDBF for the year may be summarised as follows:

	2012 £'000	2011 £'000
Incoming resources from operating activities	8,270	8,183
Resources expended on operating activities	(8,306)	(8,180)
<b>Deficit arising from ordinary operating activities per management accounts</b>	<b>(36)</b>	<b>3</b>
<b>Exceptional items</b>		
Provision against a loan to a parish	(213)	-
Capital related costs from the Pastoral Fund	(104)	(82)
<b>Deficit arising from ordinary operating activities</b>	<b>(353)</b>	<b>(79)</b>
<b>Movements in capital funds</b>		
Surplus on sales of tangible fixed assets	544	564
<b>Net incoming resources per statement of financial activities</b>	<b>191</b>	<b>485</b>
Net surplus on sales of investment properties and investments	139	52
Net gains on revaluation of investment properties and investments	2,255	5,591
<b>Net movement in funds during the year as shown on the statement of financial activities</b>	<b>2,585</b>	<b>6,128</b>

# Leicester Diocesan Board of Finance

## DIRECTORS' AND TRUSTEES' REPORT

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### Principal Funding Sources

Around 58.7% (2011: 59.2%) of the incoming resources of the LDBF, excluding surpluses on the sales of tangible fixed assets, comes from the Parish Share, 16.3% (2011: 15.6%) from National Church Selective Allocations and 13.4% (2011: 11.9%) from Investment Income.

### Principal Areas of Expenditure

Of the resources expended of £8.623m, 83.86% (2011: 84.6%) is spent on resourcing and supporting parochial ministry and 10.3% (2011: 9.7%) on grants and similar items including the Board's contributions to the National Church, the Leicester Diocesan Board of Education and chaplaincies.

### Review of the financial position

The balance sheet has strengthened significantly during the year. The above table shows a deficit of income over expenditure of £353k but also significant gains from the sale of tangible fixed assets and substantial unrealised gains on the valuation of fixed assets and investments, resulting in the net positive movement of funds of £2.585m.

### Going concern

The Trustees are satisfied that LDBF has adequate resources to continue to operate as a going concern for the foreseeable future and have prepared the financial statements on that basis.

### Non-investment Properties

All non-investment freehold properties, that is Parsonage Houses and DBF Properties, are shown at cost. In the opinion of the Trustees the market value of these properties, assuming vacant possession, is substantially in excess of the cost value, but the amount of this excess is not economically quantifiable.

### Investment policies and objectives

LDBF's investment policies are based on two key principles:

*Ethical investment* - this includes ensuring that investments are held in companies which have high standards of corporate governance and act in a responsible way towards stakeholders. In order to achieve this the Board adheres to the Ethical Investment policy of the Church of England.

*Long-term responsibilities* - the Trustees are aware of their long-term responsibilities in respect of endowed funds and as a result follow a correspondingly prudent approach to investment decisions which seeks to maintain income while continuing capital growth.

Investment policy for long-term funds is aimed primarily at generating a sustainable income with due regard to the need for the preservation of capital value and the possible need to realise investments to meet operational needs. The Glebe investments are held by law for the purpose of raising income to achieve the maximum contribution possible to clergy stipends on an ongoing basis. Unrestricted and restricted fund investments are invested to balance income, liquidity and the maintenance of capital.

### Investment Financial Risk Management

The Board uses financial instruments, other than derivatives, as shown in this section of this report on Investment Policy and Returns.

As stated in this section the Trustees' primary investment objective is to provide an adequate income return, whilst, as far as possible, maintaining the long-term value of the funds in real terms.

The main risks are those arising from the fluctuations in the stock market, interest and dividend rates, and liquidity. The Trustees' investment policies are such as to mitigate such risks and are reviewed regularly. They are summarised below and have not changed from the previous year.

For the year ended 31 December 2012

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**Stock market fluctuations and interest and dividend rates:** The Trustees seek to ensure that the non-property investments of the Board are split between fixed interest and equity investments and comprise a substantial number of holdings in different bonds and equities.

**Liquidity:** Other than the property holdings, all the Board's investments are able to be turned into liquid funds at short notice. It is the Trustees' policy to ensure that under normal circumstances there are enough liquid resources available in short-term deposits to enable the day-to-day business of the Board to be carried out without a requirement to sell investments.

#### **Investment performance**

The investments of the Board are represented by:

- Glebe investments in Land and Property;
- Investments in CBF Church of England Investment, UK Equity and Property Funds managed by CCLA Investment Management Ltd;
- Equity and Fixed Interest investments managed by the Trustees. These investments are held by the Board's stockbrokers, as nominee, as set out in the Reference and Administrative details section.

#### **Glebe investments**

The net income return on the Glebe land and building investments was 1.48% (2011: 1.38%).

#### **Listed and unlisted investments**

At the end of the year the ratio between equity and fixed interest investments was 85% to 15% compared to 80% to 20% in 2011. The income return achieved on the listed investments was 4.1% (2011: 4.2%), compared to that of the FTSE all-share index at 3.57% (2011: 3.2%). The income return achieved on the unlisted investments was between 4.27% and 7.43% (2011 average: 5.74%).

The changes in the value of the board's investments are shown at note 12 to the financial statements.

In the light of the market conditions prevalent during the year the Trustees consider the performance of its investments to be satisfactory.

#### **Reserves policy**

LDBF has considerable responsibilities including the remuneration of an average of 139 parochial stipendiary clergy in 2012, the upkeep of approximately 167 houses and the employment of some 23 full or part time staff. For this reason the Trustees believe it to be prudent to maintain adequate reserves to provide working capital resources.

The target figure for these resources is currently set at an amount equivalent to four months' budgeted parish share income for the ensuing year. At 31 December 2012 this figure was £1m. At 31 December 2011, LDBF's free reserves (i.e. excluding fixed assets and investments) were £3.4m as shown in note 18 to the financial statements.

The Trustees intend to continue to maintain their current policy on general reserves so as to ensure adequate ongoing working capital resources.

**Leicester Diocesan Board of Finance**  
DIRECTORS AND TRUSTEES' REPORT

For the year ended 31 December 2012

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**Plans for future periods**

The Trustees will continue to set annual budgets, including a long-term sustainable use of reserves where required, and seek to manage Parish Share increases in order to allow funds to be spent on mission activity.

The ongoing objective is to be able to adequately resource diocesan needs, as determined by Synod and informed by local and national Church institutions.

To work towards these objectives the Trustees in 2013 plan to:

- implement an increase in the parish share to a maximum of 2%;
- continue to review parish share collection through diocesan-wide consultation.

On 18 March 2013 Diocesan Synod agreed to provide Leicester Cathedral with a capital related grant up to a maximum of £500,000, together with an annual subvention of up to £30,000 to aid the Cathedral's operational budget for a maximum of 5 years.

**Funds held as Custodian Trustee**

The Board acts as Custodian Trustee for a large number of parochial trusts which have either the Parochial Church Council or Vicar and Churchwardens of the particular parish as managing Trustees. It also acts as a Custodian Trustee of Launde Abbey Trust, the Diocesan retreat house.

The assets of these funds consist of either cash deposits, investments in the CBF Common Investment Funds or equity and other fixed interest investments. The Board also acts as custodian trustee for real property owned by Parochial Church Councils. All such property and investments are held separately from those of the Board.

The total value of the assets, excluding real property, held as Custodian Trustee at 31 December 2012 was approximately £1.858 million (2011: £1.829 million).

**Charitable Donations**

Charitable donations have been made as part of normal expenditure in the exercise of the Board's objectives. Further details of the donations can be found in Note 7 to the Financial Statements.

No political contributions were made in the year.

**Board members' interests in shares**

The Board, which has no share capital, is a company limited by guarantee. The Board members may derive no benefit or income from or have any capital interest in the Board's financial affairs other than reimbursement of out-of-pocket expenses.

**Appointment of auditors**

The Charity's articles require annual reappointment of auditors. Grant Thornton UK LLP have indicated their willingness to continue in office. In accordance with s485(4) of the Companies Act 2006 a resolution to reappoint Grant Thornton UK LLP will be proposed at the Annual General Meeting. A resolution to authorise the Trustees to fix their remuneration will also be proposed at the Annual General Meeting.

BY ORDER OF THE BOARD

  
J Kerry

Chief Executive & Diocesan Secretary

  
S Barney Chairman

# Leicester Diocesan Board of Finance

## DIRECTORS' AND TRUSTEES' REPORT

For the year ended 31 December 2012

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### Reference and administrative details of the Leicester Diocesan Board of Finance

In accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 (SORP 2005), the Trustees (for the purposes of charity law) and directors (for the purposes of company law) during the year and as at the date of signing are as follows:

<b>President (ex officio)</b>	The Rt Revd T J Stevens (Lord Bishop of Leicester)
<b>Chairman (nominated by the Bishop)</b>	Mr S G Barney
<b>Archdeacons (ex officio)</b>	The Ven T Stratford (Archdeacon of Leicester), (appointed 29 September 2012) The Ven D Newman (Archdeacon of Loughborough) The Ven R W B Atkinson OBE (resigned 17 May 2012) Revd Canon David Monteith (Appointed 17 May 2012, resigned 29 September 2012)
<b>Elected by Diocesan Synod</b>	Mr B D Beeson Revd C Hebden Mrs S A Newbury Mr D Whittington Mr J C F Roberson Mr G Newbury (resigned 31 August 2012) Revd A R Leighton (appointed 1 September 2012) Revd S A Bailey (appointed 6 February 2013)
<b>Nominated by the Bishop</b>	Mr P Constable (resigned 24 November 2012)
<b>Co-opted by the Board</b>	Mr M Alexander Revd Canon M F Rusk (appointed 1 September 2012) Mr G Newbury (appointed 1 September 2012)
<b>Secretary</b>	Mr J Kerry
<b>Registered Office</b>	St Martins House 7 Peacock Lane Leicester LE1 5PZ
<b>Telephone</b>	0116 261 5200
<b>Company registration number</b>	227087 (England & Wales)
<b>Charity registration number</b>	249100
<b>Auditor</b>	Grant Thornton UK LLP Statutory Auditor Chartered Accountants Regent House 80 Regent Road Leicester LE1 7NH

# Leicester Diocesan Board of Finance

DIRECTORS' AND TRUSTEES' REPORT

For the year ended 31 December 2012

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## Reference and administrative details of the Leicester Diocesan Board of Finance (continued)

<b>Bankers</b>	Barclays Bank plc Dominus Way Meridian Business Park Leicester
<b>Solicitors</b>	Latham & Co Charnwood House 2 & 4 Forest Road Loughborough Leicestershire LE11 3NP
<b>Investment managers: Glebe Agents</b>	Andrew Granger & Co LLP 2 High Street Loughborough Leicestershire LE11 2PY
<b>Other investments</b>	Brewin Dolphin 1st Floor, Waterfront House Waterfront Plaza 35 Station Street Nottingham NG2 3DQ  Charles Stanley & Co. Limited 25 Luke Street London EC2A 4AR  NW Brown Richmond House 16-20 Regent Street Cambridge CB2 1DB  CCLA Investment Management Limited 80 Cheapside London EC2V 6DZ
<b>Diocesan Surveyors</b>	YMD Boon Ltd York House Ferne Road Market Harborough Leicestershire LE16 7PH
<b>Insurance Brokers</b>	Towergate Risk Solutions Towergate House, Five Airport West Lancaster Way Yeadon Leeds LS19 7ZA

**Leicester Diocesan Board of Finance**  
DIRECTORS' AND TRUSTEES RESPONSIBILITIES STATEMENT

For the year ended 31 December 2012

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The Trustees (who are also directors of Leicester Diocesan Board of Finance for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that:

- so far as each trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the Charitable company's auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE LEICESTER DIOCESAN BOARD OF FINANCE**

We have audited the financial statements of Leicester Diocesan Board of Finance for the year ended 31 December 2012 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of Trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 16, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

A description of the scope of an audit of financial statements is provided on the APB's website at [www.frc.org.uk/apb/scope/private.cfm](http://www.frc.org.uk/apb/scope/private.cfm).

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Chairman's Report and Directors' and Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE  
LEICESTER DIOCESAN BOARD OF FINANCE (CONTINUED)**

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



**Peter Edwards**  
**Senior Statutory Auditor**  
**for and on behalf of Grant Thornton UK LLP**  
**Statutory Auditor, Chartered Accountants**  
**East Midlands**

23 May 2013

# Leicester Diocesan Board of Finance

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2012

	Note	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
<b>Income and expenditure</b>							
<b>Incoming resources</b>							
Incoming resources from generated funds:							
Parish share	4a	4,858	-	-	-	4,858	4,844
Archbishop's council	4b	-	-	1,496	-	1,496	1,424
Donations, legacies and similar income	4c	118	2	76	-	196	242
Activities for generating funds	4d	132	-	-	-	132	165
Investment income	4e	143	15	58	889	1,105	973
Income from operating activities	4f	368	1	-	-	369	473
Other incoming resources	4g	107	-	7	-	114	62
Surplus on sales of assets		100	-	-	444	544	564
<b>Total incoming resources</b>		<b>5,826</b>	<b>18</b>	<b>1,637</b>	<b>1,333</b>	<b>8,814</b>	<b>8,747</b>
<b>Resources expended</b>							
Cost of generating funds	5a	168	-	-	152	320	287
Charitable expenditure:							
Archbishop's Council	5b(i)	300	-	-	-	300	339
Other grants and similar items	5b(ii)	453	12	119	-	584	462
Resourcing of Ministry in Parishes	5b(iii)	5,822	-	308	-	6,130	5,877
Support of Ministry in Parishes	5b(iv)	996	5	100	-	1,101	1,112
Governance costs	5c	188	-	-	-	188	185
<b>Total resources expended</b>		<b>7,927</b>	<b>17</b>	<b>527</b>	<b>152</b>	<b>8,623</b>	<b>8,262</b>
<b>Net incoming/(outgoing) resources before transfers</b>	3	<b>(2,101)</b>	<b>1</b>	<b>1,110</b>	<b>1,181</b>	<b>191</b>	<b>485</b>
<b>Transfers between funds</b>	17	<b>2,486</b>	<b>26</b>	<b>(1,295)</b>	<b>(1,217)</b>	<b>-</b>	<b>-</b>
<b>Net incoming/(outgoing) resources before other recognised gains and losses</b>		<b>385</b>	<b>27</b>	<b>(185)</b>	<b>(36)</b>	<b>191</b>	<b>485</b>
<b>Realised gains and losses on investments</b>		<b>29</b>	<b>-</b>	<b>-</b>	<b>110</b>	<b>139</b>	<b>52</b>
<b>Surplus/(Deficit) of income over expenditure</b>		<b>414</b>	<b>27</b>	<b>(185)</b>	<b>74</b>	<b>330</b>	<b>537</b>
<b>Unrealised gains and losses on investments</b>		<b>173</b>	<b>2</b>	<b>-</b>	<b>2,080</b>	<b>2,255</b>	<b>5,591</b>
<b>Net movements in funds</b>		<b>587</b>	<b>29</b>	<b>(185)</b>	<b>2,154</b>	<b>2,585</b>	<b>6,128</b>
Fund balances brought forward at 1 January 2012		12,058	692	1,739	54,233	68,722	62,594
<b>Fund balances carried forward at 31 December 2012</b>		<b>12,645</b>	<b>721</b>	<b>1,554</b>	<b>56,387</b>	<b>71,307</b>	<b>68,722</b>

All activities of the charitable company are classified as continuing.

The accompanying accounting policies and notes form an integral part of these financial statements.

**Leicester Diocesan Board of Finance**  
BALANCE SHEET AT 31 DECEMBER 2012

	Note	2012 £'000	2011 £'000
<b>Fixed assets</b>			
Tangible assets	11	28,562	28,307
Investment assets	12	35,302	33,352
		<u>63,864</u>	<u>61,659</u>
<b>Current assets</b>			
Debtors	13	6,312	6,137
Short term deposits		1,669	1,253
Cash at bank and in hand		219	201
		<u>8,200</u>	<u>7,591</u>
<b>Creditors:</b> amounts falling due within one year	15	<u>(721)</u>	<u>(492)</u>
<b>Net current assets</b>		7,479	7,099
<b>Total assets less current liabilities</b>		<u>71,343</u>	<u>68,758</u>
<b>Creditors:</b> amounts falling due after more than one year	16	(36)	(36)
		<u>71,307</u>	<u>68,722</u>
<b>Funds</b>			
Unrestricted funds:			
Designated funds	18	721	692
General funds	18	12,645	12,058
		13,366	12,750
Restricted funds	18	1,554	1,739
Endowment funds	18	56,387	54,233
<b>Total funds</b>	18	<u>71,307</u>	<u>68,722</u>

The financial statements were approved by the Board of Directors and authorised for issue on 23 May 2013.



S G Barney  
Chairman

Company registered number 227087

The accompanying accounting policies and notes form an integral part of these financial statements.

**Leicester Diocesan Board of Finance****CASH FLOW STATEMENT**

For the year ended 31 December 2012

	<b>Note</b>	<b>2012</b>	<b>2011</b>
		<b>£'000</b>	<b>£'000</b>
<b>Net cash outflow from operating activities</b>	20	<b>(283)</b>	<b>(1,231)</b>
<b>Capital expenditure and financial investment</b>			
Payments to acquire tangible fixed assets		(467)	(360)
Payments to acquire fixed asset investments		(2,068)	(1,559)
Receipts from sales of tangible fixed assets		740	1,079
Receipts from sales of fixed asset investments		<u>2,512</u>	<u>2,018</u>
		717	1,178
<b>Net increase/(decrease) in short term deposits and cash at bank</b>		<u><u>434</u></u>	<u><u>(53)</u></u>

The accompanying accounting policies and notes form an integral part of these financial statements.

For the year ended 31 December 2012

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## **1 Principal accounting policies**

### **Basis of accounting**

The financial statements have been prepared in accordance with applicable accounting standards, the Companies Act 2006, the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005), the Church of England Diocesan Annual Reports and Financial Statements Guide 4<sup>th</sup> edition 2009 and under the historical cost accounting rules except that investment assets and certain other properties are included at valuation.

The principal accounting policies of Leicester Diocesan Board of Finance have remained unchanged from the previous year.

### **Tangible Fixed assets**

Parsonage houses owned prior to 1 January 1996 are included at the lowest point of the council tax valuation this being taken as original cost in the absence of other data. Subsequent additions are included at cost.

Houses and properties owned by the Board of Finance are included at cost except in the case of any former parsonage houses transferred to the Board which are included at the book value at the time of transfer.

No depreciation is charged against properties held as tangible fixed assets but any expenditure on maintenance and improvements is written off as incurred. The market value of the properties is considerably in excess of their book value.

Fixed assets are capitalised where there is an individual item value of £500 or greater. Office equipment, furniture and fittings are depreciated at a rate of 20% per annum of original cost and computer and other electronic equipment at 50% per annum of original cost.

### **Fixed asset investments**

Land and buildings held under the Endowments and Glebe Measure 1976 are included at market value at 31 December 2012 as valued by Andrew Granger & Co LLP.

Listed investments are included at market value. Investments held by the Board as custodian trustee are not included in these financial statements.

### **Parish share and Parochial fee income**

Parish share and Parochial fee income includes amounts received up to 31 January 2013 (2011: 31 January 2012) together with any arrears received from previous years.

### **Grants receivable and payable**

Revenue grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Grants payable are accounted for once the Charity has made an unconditional commitment to pay the grant and this is communicated to the beneficiary or the grant has been paid, whichever is the earlier.

**1 Principal accounting policies (continued)**

**Rental Income**

Rental income is recognised on a receivable basis.

**Investment gains and losses**

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December 2012.

**Deferred Income**

Income is recognised as deferred where the event or rental period to which the income relates occurs beyond the end of the financial period being reported on.

**Resources expended**

Expenditure is accounted for on an accruals basis and is allocated between:

- expenditure incurred in the cost of generating funds, including Parish Share;
- expenditure incurred directly in the fulfilment of the charity's objectives;
- expenditure incurred in the governance of the charity and its assets;
- expenditure on support costs including central functions. These costs are subsequently allocated to the other categories of expenditure as described in the following note.

**Support Costs**

These costs have been allocated to the other categories of expenditure described in the above note on the basis of the proportion of staff time spent on each area of expenditure as follows:

- Cost of generating funds – 18%
- Charitable expenditure – 71%
- Governance – 11%.

**Operating leases**

Payments under operating leases are charged against income as incurred.

**Staff pension schemes**

Contributions to the Board's pension schemes are charged to the Statement of Financial Activities so as to spread the cost of pensions over employees' working lives with the Board, contributions being accounted for in the year in which they are payable.

**Fund accounting**

The funds of the charity are analysed between Unrestricted (including Designated) Funds, Restricted Funds and Endowment Funds. Details of all funds together with the basis for identification under each category may be found in note 18 of these financial statements.

For the year ended 31 December 2012

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## **2 Staff pension schemes**

The Board participates in two sections of the Church Workers Pension Fund, administered by the Church of England Pensions Board. The assets of the funds are held separately from those of the Board of Finance.

### **Defined contributions scheme**

The Board participates in the Church of England Defined Contributions Scheme, part of the Church Workers Pension Fund. This scheme provides benefits based on the contributions paid into the fund.

The pension costs for the year of £29,542 (2011: £34,606) are equal to the contributions paid by the Board.

### **Defined benefits scheme**

The Leicester DBF participates in the Church of England Defined Benefit Scheme (DBS), part of the Church Workers Pension Fund. During the year to 31 December 2012, the Leicester DBF made net contributions of £121,455 (2011: £115,894) and this has been taken as the pension cost shown in these accounts, as explained below. The Leicester Diocesan Board of Finance is also committed to contributing £154,048 per year for 5 years (2012 to 2017 inclusive) to cover the amount of pension deficit attributable to the Diocese from the defined benefits pension scheme.

It is not possible for an individual employer to determine its share of the underlying assets and liabilities as each employer, through the Life Risk Pool, is exposed to actuarial risks associated with the current and former employees of other entities participating in the DBS. In such cases, FRS 17 requires the employer to account for its contributions to the DBS as if it were a defined contribution scheme but to make certain additional disclosures based on available information. The required disclosures, together with a description of the operation of the DBS, are given below.

For funding purposes, the DBS is divided into sub-pools in respect of each participating employer as well as a further sub-pool, known as the Life Risk Pool. The Life Risk Pool exists to share certain risks between employers, including those relating to mortality and post-retirement investment returns.

The division of the Scheme into sub-pools is notional and is for the purpose of calculating ongoing contributions. They do not alter the fact that the assets of the Scheme are held as a single trust fund out of which all the benefits are to be provided. From time to time, a notional premium is transferred from employers' sub-pools to the Life Risk Pool and all pensions and death benefits are paid from the Life Risk Pool.

If following an actuarial valuation of the Life Risk Pool there is a surplus or deficit in the pool and the Actuary so recommends, further transfers may be made from the Life Risk Pool to the employers' sub-pools, or vice versa. The amounts to be transferred (and their allocation between the sub-pools) will be settled by the Church of England Pensions Board on the advice of the Actuary.

A valuation of the DBS is carried out once every three years, the most recent being as at 31 December 2010. In this valuation, the Life Risk Section was shown to be in deficit by £6.9m and some £5.5m was notionally transferred from the employers' sub-pools to the Life Risk Pool. Of this, £71,000 was deducted from the Leicester DBF sub-pool. This increased the employer's contributions that would otherwise have been payable. Other available information relating to the valuation as at 31st December 2010 is given below:

For the year ended 31 December 2012

## 2 Staff pension schemes (continued)

Market value of Leicester DBF sub-pool £1.161 m

	<b>Leicester DBF members</b>
Deferred pensioners	20
Active members	19

The Board's contribution rate was reviewed as from 1 January 2006 and was 20.23%. From 1 April 2012 the rate is 22.6%.

This scheme provides benefits based on final pensionable salaries. Membership of this scheme was closed to new employees from 1 January 2006.

### **Clergy Pension Scheme**

Diocesan clergy are members of the Church of England Funded Pensions Scheme, which provides benefits based on final pensionable salaries. This Scheme provides for that part of their pension that relates to pensionable service after 1 January 1998. The Scheme's assets are held independently of the employer or other responsible bodies. Pensions in respect of pensionable service before 1 January 1998 will be paid by the Church Commissioners of England under the previous arrangements.

The Board participates in the Church of England Funded Pensions Scheme and employs 139 members of the Scheme out of a total membership of approximately 9,000 active members.

The Church of England Funded Pensions Scheme is a defined benefit scheme but the Board is unable to identify its share of the underlying assets and liabilities – each employer in the scheme pays a common contribution rate. A valuation of the scheme was carried out as at 31 December 2010. This revealed a deficit of £259 million, based on assets of £742 million and a funding target of £1,001 million, assessed using the following assumptions:

- An investment strategy of:
  - for investments backing liabilities for pensions in payment, an allocation to gilts, increasing linearly from nil at 31 December 2010 to two thirds by 31 December 2029, with the balance in return-seeking assets; and
  - for investments backing liabilities prior to retirement, a 100% allocation to return-seeking assets.
- Investment returns of 4.2% p.a. on gilts and 5.7% p.a. on equities;
- RPI inflation of 3.7% p.a. (and pension increases consistent with this);
- Increase in pensionable stipends 3.7% p.a.; and
- Post-retirement mortality in accordance with 80% of the S1NA tables, with allowance for future improvements according to the “medium cohort” projections, and subject to a minimum annual improvement in mortality rates of 1.5% for males and 1.0% for females.

Pensionable stipends are currently the same as the National Minimum Stipend. Following the valuation of the scheme as at 31 December 2009 and some agreed changes to benefits, the contribution rate has been set at 38.2% of pensionable stipends with effect from 1 January 2011. This contribution rate is unchanged as a consequence of the 2010 valuation.

The next valuation of the scheme is due to be carried out as at 31 December 2012.

For the year ended 31 December 2012

**2 Staff pension schemes (continued)**

For schemes such as the Church of England Funded Pensions Scheme, paragraph 9(b) of FRS17 requires the Board to account for pension costs on the basis of contributions actually payable to the Scheme in the year.

The pension costs for the year of £1.097m (2011: £1.074m) are equal to the contributions paid by the Board.

**3 Net incoming/(outgoing) resources**

Net incoming/(outgoing) resources is stated after charging/crediting:

		2012 £'000	2011 £'000
Charged:	Auditor's remuneration:		
	- Audit	17	15
	- Other services	-	4
	Hire of office equipment	16	12
	Depreciation of other fixed assets	16	18
		<u>544</u>	<u>564</u>
Credited:	Surplus on disposal of tangible fixed assets	<u>544</u>	<u>564</u>

**Limited liability agreement**

The charitable company has entered into a liability limitation agreement with Grant Thornton UK LLP, the statutory auditor, in respect of the statutory audit for the year ended 31 December 2012. The proportionate liability agreement follows the standard terms in Appendix B to the Financial Reporting Council's June 2008 Guidance on Auditor Liability Agreements, and was approved by the members on 6 February 2013.

**4 Analysis of incoming resources**

**a Parish Share**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Parish share assessed for year	5,258	-	-	-	5,258	5,283
Less: shortfall in contributions	(375)	-	-	-	(375)	(352)
	<u>4,883</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,883</u>	<u>4,931</u>
Add: arrears received from prior years	99	-	-	-	99	69
	<u>4,982</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,982</u>	<u>5,000</u>
Less: rebates granted and other adjustments	(124)	-	-	-	(124)	(156)
	<u>4,858</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,858</u>	<u>4,844</u>

At 31 December 2012 the total arrears outstanding, which had not been written off, amounted to £1,302,741 (2011: £1,308,100) of which £375,363 related to 2012. Full provision has been made against these arrears.

**b Archbishops' Council**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Selective allocations	-	-	1,345	-	1,345	1,278
Special payments	-	-	2	-	2	3
Parish mission fund	-	-	125	-	125	120
Legal costs contribution	-	-	24	-	24	23
	<u>-</u>	<u>-</u>	<u>1,496</u>	<u>-</u>	<u>1,496</u>	<u>1,424</u>

For the year ended 31 December 2012

**4 Analysis of incoming resources (continued)**

**c Donations, legacies and similar income**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Grants received	118	2	76	-	196	242
	<u>118</u>	<u>2</u>	<u>76</u>	<u>-</u>	<u>196</u>	<u>242</u>

**d Income from activities for generating funds**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Rental income from non-investment properties	132	-	-	-	132	165
	<u>132</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>132</u>	<u>165</u>

**e Investment income**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Glebe rents	-	-	-	428	428	333
Listed securities	79	-	-	285	364	364
Unlisted securities	19	6	56	175	256	249
Bank and other interest	45	9	2	1	57	27
	<u>143</u>	<u>15</u>	<u>58</u>	<u>889</u>	<u>1,105</u>	<u>973</u>

**f Income from operating activities**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Parochial fees	295	-	-	-	295	339
Parish funding contributions	6	-	-	-	6	12
Contributions to Stipends	45	-	-	-	45	86
Other income	22	1	-	-	23	36
	<u>368</u>	<u>1</u>	<u>-</u>	<u>-</u>	<u>369</u>	<u>473</u>

**g Other incoming resources**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Other income	107	-	7	-	114	62
	<u>107</u>	<u>-</u>	<u>7</u>	<u>-</u>	<u>114</u>	<u>62</u>

**Leicester Diocesan Board of Finance**  
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For the year ended 31 December 2012

**5 Analysis of resources expended**

**a Cost of generating funds**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Investment management fees	-	-	-	23	23	22
Glebe management costs	-	-	-	129	129	103
Support costs	168	-	-	-	168	162
	<b>168</b>	<b>-</b>	<b>-</b>	<b>152</b>	<b>320</b>	<b>287</b>

**b Charitable expenditure**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
<b>(i) Archbishops' council</b>						
National church	90	-	-	-	90	119
Training for ministry	163	-	-	-	163	174
Retired clergy housing	47	-	-	-	47	46
	<b>300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300</b>	<b>339</b>

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
<b>(ii) Other grants and similar items</b> <span style="float: right;">Note 7</span>						
Grants to Parishes & other Diocesan bodies	303	-	107	-	410	303
Grants to Ordinands	82	-	-	-	82	118
Other grants	68	12	12	-	92	41
	<b>453</b>	<b>12</b>	<b>119</b>	<b>-</b>	<b>584</b>	<b>462</b>

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
<b>(iii) Resourcing of Ministry in Parishes</b> <span style="float: right;">Note 9</span>						
Clergy costs	4,525	-	-	-	4,525	4,152
Clergy housing	923	-	-	-	923	1,325
Other costs	94	-	308	-	402	165
Support costs	280	-	-	-	280	235
	<b>5,822</b>	<b>-</b>	<b>308</b>	<b>-</b>	<b>6,130</b>	<b>5,877</b>

# Leicester Diocesan Board of Finance

## NOTES TO THE REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2012

### 5 Analysis of resources expended (continued)

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
<b>(iv) Support of Ministry in Parishes</b>						
Ministry, social responsibility & partnerships	494	5	100	-	599	678
Parish funding	76	-	-	-	76	76
Other parish support	44	-	-	-	44	34
Support costs	382	-	-	-	382	324
	<u>996</u>	<u>5</u>	<u>100</u>	<u>-</u>	<u>1,101</u>	<u>1,112</u>

### c Governance costs

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000	Total 2011 £'000
Synodical costs	8	-	-	-	8	20
Statutory costs & similar	78	-	-	-	78	76
Support costs	102	-	-	-	102	89
	<u>188</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>188</u>	<u>185</u>

### 6 Support costs

#### i) Analysis of resources expended showing allocation of support costs

	Activities undertaken directly £'000	Grant funding of activities £'000	Support costs £'000	Total 2012 £'000	Total 2011 £'000
Cost of generating funds	152	-	168	320	287
Charitable expenditure:					
Archbishops' council	-	300	-	300	339
Other grants & similar	-	584	-	584	462
Resourcing of ministry in parishes	5,850	-	280	6,130	5,877
Support of ministry in parishes	719	-	382	1,101	1,112
Governance costs	86	-	102	188	185
	<u>6,807</u>	<u>884</u>	<u>932</u>	<u>8,623</u>	<u>8,262</u>

#### ii) Analysis of support costs

	2012 £'000	2011 £'000
Staff costs	486	454
Depreciation	16	18
Property costs	123	114
Other costs	307	224
	<u>932</u>	<u>810</u>

**Leicester Diocesan Board of Finance**  
NOTES TO THE REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2012

**7 Analysis of grants**

	£'000	2012 £'000	£'000	2011 £'000
<b>To other Diocesan and related bodies</b>				
Launde Abbey	(25)		(63)	
Diocesan Board of Education	81		71	
University Chaplaincies	175		171	
Centre for Deaf	-		5	
Leicester Cathedral for Royal Visit	66		-	
CUF Projects	2		5	
Grants from Commissioners Ministry Fund	88		51	
Grants to Parishes for Church Repairs	-		5	
St Paul's Leicester loan provision (note 13)	2		3	
Grants to External Bodies	21		-	
		<b>410</b>		<b>248</b>
<b>To individuals for Ministry</b>				
Grants to Ordinands	82		117	
		<b>82</b>		<b>117</b>
<b>Other Grants</b>				
St Philip's Centre	21		45	
Ecumenical Support & EMMTC	7		9	
Grants to retired clergy and widows	10		10	
College of the Resurrection	5		-	
CME Grants	16		13	
Other grants	33		20	
		<b>92</b>		<b>97</b>
<b>Total grants made</b>		<b>584</b>		<b>462</b>

**8 Board members' emoluments and expenses**

None of the Board members has received any emoluments from the Board of Finance for services performed as directors (2011: None).

The parochial clerical members of the Board and the Archdeacons are in receipt of a stipend, housing and other payments made to clergy paid by the Board by virtue of their office.

1 member received a total of £403 (2011: 1 & £24) in the year for travel expenses and other sundry expenses related to the activity of the Board.

2 clerical members received a total of £606 (2011: 3 & £708) in the year for travel and other expenses in connection with their membership of the General Synod of the Church of England, membership of which is not connected with their membership of the Board.

**Leicester Diocesan Board of Finance**  
 NOTES TO THE REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2012

**9 Clergy costs**

The average number of stipendiary clergy and licenced lay workers holding parochial or archidiaconal posts in the Diocese was 139 (2011: 138).

	2012 £'000	2011 £'000
At a cost of:		
Stipends	3,284	3,161
Social security costs	263	264
Pension contributions	1,097	1,074
	<u>4,644</u>	<u>4,499</u>
Less: Stipends accounted for in grant expenditure or support of ministry in parishes	(119)	(347)
	<u>4,525</u>	<u>4,152</u>
Per note 5b (iii)		

**10 Average staff numbers and total remuneration**

The average number of administrative and support staff employed during the year was 23 (2011: 21).

Cost of administrative and support staff during the year amounted to:

	2012 £'000	2011 £'000
Salaries	587	465
Social security costs	55	43
Pension contributions	79	70
	<u>721</u>	<u>578</u>
Total		

One employee received remuneration in the band £60,000 - £70,000 during the year (2011: nil).

Contributions in the year to the defined contribution scheme for this employee amounted to £6,334.

The total cost of salaries, social security and pension contributions, for those individuals with Diocesan employment contracts, amounted to £958k in 2012. £234k has been recharged to other charities including £162k to the Diocese of Coventry as noted below.

The Board has entered into joint working arrangements with the Diocese of Coventry. During 2012 an average of 8 staff (2011: 10 staff) came under these arrangements all of whom were employed by LDBF. The Diocese of Coventry contributed 50% of employment costs for which it receives 50% of the relevant employees' time. During the year these costs amounted to £161,643 (2011: £189,943) all of which are accounted for in these financial statements and deducted in the above figures.

For the year ended 31 December 2012

**11 Tangible fixed assets**

	Parsonage Houses £'000	DBF properties £'000	Office equipment £'000	Total £'000
<b>Cost</b>				
At 1 January 2012	20,842	7,450	400	28,692
Additions	425	35	7	467
Disposals	(160)	(36)	-	(196)
Transfers	(301)	301	-	-
At 31 December 2012	<u>20,806</u>	<u>7,750</u>	<u>407</u>	<u>28,963</u>
<b>Depreciation</b>				
At 1 January 2012	-	-	385	385
Charge for the year	-	-	16	16
At 31 December 2012	-	-	<u>401</u>	<u>401</u>
<b>Net book value</b>				
At 31 December 2012	<u>20,806</u>	<u>7,750</u>	<u>6</u>	<u>28,562</u>
At 31 December 2011	<u>20,842</u>	<u>7,450</u>	<u>15</u>	<u>28,307</u>

Cost at 31 December 2012 represents fixed assets used for direct charitable purposes.

**FRS 15**

Under the requirements of FRS15 'Tangible Fixed Assets' entities are required to depreciate all tangible fixed assets including buildings, unless it can justify not so doing.

The Trustees consider that it is not appropriate to charge depreciation on freehold property. The reason for this is that they consider that the residual value of the property will not overall be materially lower than the carrying value.

In order to assist with maintaining this value the Board has the policy and practice of regular and ongoing maintenance to a high standard, the cost of which is written off in the year it is incurred, unless it is considered to enhance the capital value of the relevant property.

In 2012 such expenditure on the properties charged to revenue amounted to £457,842 (2011: £546,543).

For the year ended 31 December 2012

**12 Fixed asset investments**

	Glebe properties £'000	Listed £'000	Unlisted £'000	Other £'000	Total £'000
Market value at 1 January 2012	19,954	8,451	4,897	50	33,352
Additions at cost	38	2,030	-	-	2,068
Disposals at opening market value	(506)	(1,867)	-	-	(2,373)
Net gains on revaluation	1,218	759	278	-	2,255
<b>Market value at 31 December 2012</b>	<b>20,704</b>	<b>9,373</b>	<b>5,175</b>	<b>50</b>	<b>35,902</b>
Historical cost at 31 December 2012	Not available	12,101	3,895	13	16,009

Unlisted investments consist of holdings in CBF Church of England common investment funds managed by CCLA Investment Management Ltd.

The valuation of investments at 31 December 2012 was carried out by the Board's investment managers as shown in the Administrative Details on page 15.

The Glebe properties are valued by Andrew Granger & Co LLP, Chartered Surveyors at open market value at 31 December 2012.

The difference between the valuation of fixed asset investments and historical cost is included in the fund applicable to the investment.

The following investments represent more than 5% of the market value of the Board's Fixed Asset Investments, excluding Glebe properties and other investments, at 31 December 2012.

	As at 31 December 2012		
	Cost £'000	Market value £'000	%
CBF Investment Fund Income Shares	1,583	3,574	24.6
CBF Property Fund Income Shares	900	1,097	7.5

**Leicester Diocesan Board of Finance**  
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For the year ended 31 December 2012

**13 Debtors**

	2012 £'000	2011 £'000
<b>Amounts falling due within one year</b>		
Parish share	414	330
Loans	288	516
Other debtors	542	405
Prepayments and accrued income	183	126
	<u>1,427</u>	<u>1,377</u>
<b>Amounts falling due after more than one year</b>		
Loans	4,885	4,760
	<u>6,312</u>	<u>6,137</u>

The loans shown above are represented by:

	Due within 1 year £000	Due after 1 year £000	Total £000
<b>Unsecured loans</b>			
Loans to parishes	33	160	193
Other loans	105	544	649
	<u>138</u>	<u>704</u>	<u>842</u>
<b>Secured loans</b>			
Grange Park equity loan	150	-	150
Value linked loan on retired clergy housing	-	5	5
St Martins Cathedral Properties Limited loan	-	4,176	4,176
	<u>150</u>	<u>4,181</u>	<u>4,331</u>
<b>Total loans outstanding</b>	<u>288</u>	<u>4,885</u>	<u>5,173</u>

**Unsecured loans**

Included in Unsecured Loans are:

A loan of £165,580 to the PCC of St Paul's, Leicester in respect of the refurbishment of their Parish Centre and other costs. The loan is repayable from the proceeds of the sale of the redundant church building. The whole of this loan is included in loans due within 1 year. A further provision of £2,391 was made against this loan during 2012 bringing the total provision to £65,580.

A loan of £212,710 (including accrued interest) to the PCC of Holy Trinity with St John's, Hinckley in respect of the provision of a new church building. £100,000 of this loan was due in 2011 but has not been repaid, the remaining £112,710 (including accrued interest) was repayable in 2012. The loan has been fully provided against during 2012, although repayment sometime in the future remains a possibility.

A loan to the Trustees of Launde Abbey for £544,259 which includes accrued interest. Repayment will be by annual instalments of not less than £1 each year until the year 2031 and then to repay the balance of the loan outstanding together with interest thereon at a rate of 2% compounded with annual rests from 2007. Leicester Diocese is the custodian trustee of Launde Abbey which is the Diocesan retreat house. The whole of this loan is included in loans due after 1 year.

For the year ended 31 December 2012

**13 Debtors (continued)**

Several loans from the Church Extension Fund were made in the year including one to Barrow on Soar PCC for £25,000. The largest outstanding balance is with Burbage PCC of £129,000. £28,000 of this is due within 1 year. The terms are 3% repayable over 5 years. The repayment terms and interest rates vary across the different loans to PCCs.

**Secured Loans:**

The Secured Loans are all secured on freehold properties where the loans represent no more than 75% of the market value of the property at the time the loan was granted.

The Grange Park equity loan was to purchase a property for a Methodist minister working in Loughborough. The loan was repayable in September 2012 when 56.18% of the disposal value plus interest at a rate of 2% above the Base Rate of HSBC will be paid to the Board of Finance. The loan remained outstanding at the year end as plans concerning the future of this ecumenical project are considered.

St Martins Cathedral Properties Limited loan was loaned a further £75,000, during the year from the £900k loan facility made available in 2011. The total accrued interest charged during the year was £33,267 and has been added to the loan balance.

The loan agreement for the interest free loan of £3.29m with St Martins Cathedral Properties Limited ensures that the totality of the funds made available from Leicester Diocesan Board of Finance are secured as a first charge against the total value of the refurbished St Martins House, so that in the eventuality of its disposal, the Diocesan Board of Finance would recover an amount calculated as a percentage (based on the valuation of the property at 31 December 2011) of any future disposal proceeds. The property was valued by Andrew Granger & Co LLP as at 31 December 2011 at £4.25m. Consequently, LDBF will be entitled to 77.41% of any future disposal proceeds.

**14 Related party transactions**

As noted in the Trustees' Report the Board is related to the Leicester Diocesan Board of Education and the University Chaplaincies at the three universities in the Diocese of Leicester. Details of grants made to these bodies are given in notes 5 and 7 of the financial statements. In addition in the year the Board charged £18,000 (2011: £15,350) to the Leicester Diocesan Board of Education for accounting and related services.

A loan was made to St Martins Cathedral Properties Limited (SMCP Ltd) in the year, see note 13 for details of this loan. Salaries totalling £198,239 (2011: £180,223) were recharged to SMCP Ltd during the year. In addition SMCP Ltd charged LDBF £113,531 (2011: £96,850) relating to a service charge.

During 2012 a short term loan was made from Leicester Diocesan Board of Education for £310,000. This was repaid early in 2013. The interest rate was 5% and totalled £8k, of which £4k was unpaid at the year end.

At the end of the year the following amounts, all of which are included in debtors, were receivable by the Board in respect of related parties:

	2012 £'000	2011 £'000
<b>Amounts receivable by the Board</b>		
Leicester Diocesan Board of Education	43	79
St Martins Cathedral Properties Limited – loan	4,176	4,072
St Martins Cathedral Properties Limited - salary recharges	74	-
St Martins Cathedral Properties Limited - stipend recharges	21	-

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**15 Creditors: amounts falling due within one year**

	2012 £'000	2011 £'000
Trade creditors	107	159
Taxation and social security	46	37
Other creditors	496	139
Accruals	40	40
Deferred income	32	57
Grant payable to Launde Abbey	-	60
	<u>721</u>	<u>492</u>

**16 Creditors: amounts falling due after more than one year**

	2012 £'000	2011 £'000
<b>Loans</b>		
Value-linked (see note below) - 51, Laurel Road, Blaby, Leicester	<u>36</u>	<u>36</u>

The value-linked loan is secured by guarantee against the property. The loan is repayable when the property is sold, in proportion of the sale value to the original % of the cost of the house originally loaned. The proportion of the loan in the case of this property is 94.74% and at 31 December 2012 the estimated value of the property and amount repayable if the property were sold were £155,955 and £147,747 respectively.

**17 Analysis of transfers between funds**

	Unrestricted funds £'000	Designated funds £'000	Restricted funds £'000	Endowment funds £'000	Total 2012 £'000
Church Commissioners' Restricted Fund income used to fund payments of stipends	1,371	-	(1,371)	-	-
Glebe income used to fund payment of stipends	299	-	-	(299)	-
Diocesan Stipends Capital Fund income used to fund payment of stipends	461	-	-	(461)	-
Endowment income used to fund payment of stipends	43	-	(43)	-	-
Mission fund transfers	46	-	(46)	-	-
Property transfers & transactions	301	-	178	(479)	-
Other transfers	(35)	26	(13)	22	-
	<u>2,486</u>	<u>26</u>	<u>(1,295)</u>	<u>(1,217)</u>	<u>-</u>

For the year ended 31 December 2012

**18 Statement of funds**

	Balance at 1/1/12 £'000	Income £'000	Expenditure £'000	Transfers £'000	Other recognised Gains/(losses) £'000	Balance at 31/12/12 £'000
<b>Unrestricted funds</b>						
<b>General fund</b>						
General fund capital	9,225	-	-	-	-	9,225
General fund income	2,833	5,826	(7,927)	2,486	202	3,420
<b>Total unrestricted funds</b>	<b>12,058</b>	<b>5,826</b>	<b>(7,927)</b>	<b>2,486</b>	<b>202</b>	<b>12,645</b>
<b>Designated funds</b>						
Retired clergy fund	103	5	(14)	9	7	110
Church extension fund	505	7	-	-	-	512
Workplace Chaplaincy	2	-	-	-	-	2
Archdeacon's discretionary	70	6	(3)	-	(5)	68
Diocesan CUF fund	12	-	-	-	-	12
Tanzania Trip	-	-	-	17	-	17
<b>Total designated funds</b>	<b>692</b>	<b>18</b>	<b>(17)</b>	<b>26</b>	<b>2</b>	<b>721</b>
<b>Total all unrestricted funds</b>	<b>12,750</b>	<b>5,844</b>	<b>(7,944)</b>	<b>2,512</b>	<b>204</b>	<b>13,366</b>
<b>Restricted funds</b>						
Pastoral accounts	1,481	7	(327)	178	-	1,339
CCs restricted income	-	1,371	-	(1,371)	-	-
Endowment income	90	61	(11)	(51)	-	89
CCs mission funding	135	126	(114)	(51)	-	96
Bishop Jephthah ordinands	2	-	-	-	-	2
Former Archdeacon's Fund	20	72	(70)	-	-	22
Alan Everitt Memorial Fund	11	-	(5)	-	-	6
<b>Total restricted funds</b>	<b>1,739</b>	<b>1,637</b>	<b>(527)</b>	<b>(1,295)</b>	<b>-</b>	<b>1,554</b>
<b>Endowment funds</b>						
<i>Expendable:</i>						
Parsonage houses	20,842	444	-	(480)	-	20,806
<i>Permanent:</i>						
Stipends Glebe	31,988	889	(152)	(737)	2,110	34,098
Other endowment capital	1,403	-	-	-	80	1,483
<b>Total endowment funds</b>	<b>54,233</b>	<b>1,333</b>	<b>(152)</b>	<b>(1,217)</b>	<b>2,190</b>	<b>56,387</b>
<b>Total funds</b>	<b>68,722</b>	<b>8,814</b>	<b>(8,623)</b>	<b>-</b>	<b>2,394</b>	<b>71,307</b>

**Fund accounting**

**General funds** are unrestricted funds which are available for use at the discretion of the Directors in furtherance of the general objectives of the charity and which have not been designated for other purposes.

**Designated funds** comprise unrestricted funds that have been set aside by the Directors for particular purposes. The aim and use of each designated fund is set out in the notes below.

**Restricted funds** are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes below.

For the year ended 31 December 2012

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**18 Statement of funds (continued)**

**Endowment funds** are funds held on trust to be retained for the charity as capital funds. Where the whole of the fund must be permanently maintained it is known as permanent endowment. Where there is a power of discretion to convert endowed funds into income, the fund is classed as expendable endowment.

**Designated Funds**

**The Retired Clergy Fund** represents funds set aside for the benefit of retired clergy and their spouses, including those widowed, divorced or separated.

**The Church Extension Fund** represents funds put aside over a number of years by the Board to give loans to Parochial and District Church Councils to help with extensions, improvements and repairs to church buildings.

**Workplace Chaplaincy fund** represents funds to support people in workplace environments by offering confidential and independent support on a range of issues.

**The Archdeacons Discretionary Fund** is used by the Archdeacons to pay grants to needy clergy and their families within the Diocese.

**The Diocesan CUF Fund** was established in 2005 to set aside funds on a 3 year rolling basis to give grants towards projects supported by the Church Urban Fund (CUF).

**The Tanzania Trip Fund** arose in 2012 to help fund a mission trip for the Bishop's Youth Council visit to our link Diocese in Tanzania in 2013.

**Restricted Funds**

**The Pastoral Fund** is a capital and income fund where both may be expended. It may be used for a variety of purposes except for employment costs. It is the Board's policy to use these funds primarily for the purchase of and improvement to parsonage houses.

Prior to 2007 the balance included funds of £281,989 held by the Church Commissioners from the sale of Parsonage Houses which could not be released for other uses until such time as new Pastoral Schemes for the parishes involved had become operative and the appropriate PCC consents to the funds being released.

In 2007 these funds were released to the Diocese but had to be ring-fenced for the same reason. £286,530 including accumulated interest was received by the Diocese, a small amount of which was immediately expendable but the remainder placed in a separate fund in relation to one parish. At 31 December 2012 this fund stood at £313,261 and is included in the Pastoral Fund balance.

**The Restricted Income from the Church Commissioners** is funds received from them to support Stipends and Clergy Pension Costs and is transferred to the General Fund to be applied against payment of such costs.

**The Endowment Income Funds** represent accumulated income and income arising from Endowment Funds that has not yet been expended.

**The Church Commissioners' Mission Fund** represents additional funds given to the Board by the Church Commissioners that have arisen as a result of better returns on their investment assets.

**Leicester Diocesan Board of Finance**

## NOTES TO THE REPORT AND FINANCIAL STATEMENTS

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**18 Statement of funds (continued)**

**The Bishop Jeune Ordinands' Fund** arose from accumulated income received from the Diocese of Peterborough arising from a fund set up by the late Bishop Jeune in 1868. It is available to be used for the benefit of ordinands.

**The former Archdeacon's Fund** arose in 2009 to fund the continuation of the former Archdeacon Paul Hackwood in connection to his new role with the Church Urban Fund.

**The Alan Everitt Memorial Fund**, which commenced in 2010, is specifically for drama and dance based projects that promote the self esteem of young people in a Christian environment.

**Endowment Funds****Parsonage Houses**

This represents the deemed value of the Parsonage Houses calculated as set out in note 1 to these financial statements.

**Glebe Properties and Diocesan Stipends Capital Fund**

These funds represent the value of property and investments held under the Endowments and Glebe Measure 1976 invested to produce income to be applied for the augmentation of stipends.

**Endowment Capital Funds**

The majority of the Endowment Capital Funds are for the augmentation of stipends.

**19 Analysis of net assets between funds**

	General fund £000	Designated funds £000	Restricted funds £000	Endowment funds £000	Total 2012 £000
Fund balances at 31 December 2012 are represented by:					
Tangible fixed assets	7,756	-	-	20,806	28,562
Investments	2,311	153	-	32,838	35,302
Net current assets	2,614	568	1,554	2,743	7,479
Long term liabilities	(36)	-	-	-	(36)
<b>Total net assets</b>	<b>12,645</b>	<b>721</b>	<b>1,554</b>	<b>56,387</b>	<b>71,307</b>

**20 Reconciliation of net outgoing resources before transfers to net cash outflow from operating activities**

	2012 £'000	2011 £'000
<b>Reconciliation of changes in resources to net cash outflow from operating activities</b>		
Net incoming resources before realised and unrealised gains & losses	191	485
Depreciation	16	18
Surplus on disposal of tangible fixed assets	(544)	(564)
Increase in debtors	(175)	(972)
Increase/(decrease) in creditors due within 1 year	229	(198)
<b>Net cash outflow from operating activities</b>	<b>(283)</b>	<b>(1,231)</b>