### THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS

### REPORT AND ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2018

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- Details of Incoming Resources
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### THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2018

### Background

The parish is situated on the southern outskirts of Salisbury and is part of the Salisbury Deanery.

The object of the Parochial Church Council (PCC) is to co-operate with the clergy in promoting in the parish the whole mission of the Church; pastoral, evangelistic, social and ecumenical.

The PCC is a charity excepted from registration with the Charity Commission.

The address for correspondence is the Secretary; Mrs L Baker, 47 Middle Street, Salisbury.

The Reverend Rebecca Roberts was installed as Vicar on 18 January 2013.

#### Members and Officers of the PCC

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

The following persons served on the PCC during the year:

<u>Clergy</u> Reverend Rebecca Roberts (Vicar)

Reverend Julian Poppleton (Assistant Priest)

Reverend Heather Leppard (Curate)

<u>Parish Worker</u> Sister Theresa Mary SCL

Churchwardens

All Saints' Church:- Mrs J Greenaway Mr R Salkeld (to APCM 2018)
St George's Church:- Mrs H Evans Mr C Woodd (from APCM 2018)

Deanery/Diocesan Synod Representatives

Mrs J Woodd Mr D Baker

Elected members

until APCM 2018Mrs P DavidsonMr N TurpinMr P Evansuntil APCM 2019Mr D BartlettMiss J Westuntil APCM 2020Mrs P MacklinMrs S Reederuntil APCM 2021Mr N BrownDr K MashMiss O Thomson

Mr A Mercer Mr D Stone

<u>Officers</u>

Chairman Reverend Rebecca Roberts

Vice-Chairman Mrs H Evans
Secretary Mrs L Baker
Treasurer Mr Mr M Fisher

APCM 2018 = Annual Parish Church Meeting 10 April 2018

### Trustee Induction and Training

Churchwardens and Officers attend training sessions held by the Diocese. Other members of the PCC are encouraged to attend courses from time to time, according to their personal needs and interests. The PCC has not adopted a formal training regime.

### Advisers

Bankers - Lloyds Bank plc (Salisbury), and the Central Board of Finance of the Church of England.

### THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2018 (continued)

#### Committees

The PCC met 6 times during the year including the APCM. Between meetings it operates through its Standing Committee. It has appointed working groups or sub-committees for certain tasks including, Worship, Social Events, Property, Hall, Mission and Outreach, Children and Young Peoples' work.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.

#### Review of financial activities

The income from giving, excluding legacies, was £85,982 (2017: £88,336). Legacies amounting to £23,000 were received in 2018 (2017: £19,842).

Diocesan Share was £67,939 (2017: £62,983). The replacement of the boiler in St George's church cost £6,025 which was fully covered by Restricted Funds as were other projects in the year. Additionally Insurance and electricity costs were funded by specific legacies in the year.

An overall surplus of £10,357 (2017: £19,606) for the year arose before the change in value of investments. There was a deficit in unrestricted funds of £9,331 (2017: surplus £261). The total losses on investments amounted to £2,199 (2017: gaims £11,061).

### **Reserves and Investments Policy**

The PCC do not intend to accumulate reserves beyond the anticipated requirements. The unrestricted reserves of £115 are not sufficient for the working capital and routine maintenance of the churches and the hall and action will be needed to rectify the situation. The Restricted Funds, however, will guarantee the financing of immediately foreseeable church repair works.

It is the policy of the PCC to maintain its investments as shown in note 4.

The annual report was approved by the PCC on 21 March 2019 and signed on their behalf by:

R Roberts

Vicar and Chairman

M J Fisher

Treasurer

# THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2018

	Į	Jnrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
INCOMING RESOURCES	_	Funds	Funds	Funds	2018	Funds	Funds	Funds	2017
Incoming resources from generated funds	·								
Voluntary income	•								
Incoming resources from donors		67,755	2,768	***	70,523	72,308	1,872	<del></del>	74,180
Other voluntary income		13,615	9,518	-	23,133	13,494	8,952	_	22,446
Legacies		-	23,000		23,000	5,000	14,842		19,842
Activities for generating funds:									
Charitable and ancillary trading		18,657	***	<del></del>	18,657	19,631	-		19,631
Investment income		4,284	497	-	4,781	4,111	487		4,598
Total incoming resources	Note 10	104,311	35,783		140,094	114,544	26,153		140,697
RESOURCES EXPENDED									
Cost of generating funds:									
Expenses of charitable and ancillary	trading	11,417	1,826	<b>**</b>	13,243	10,447	26	<b></b>	10,473
Charitable activities									
Donations & distributions		3,657	2,768		6,425	4,113	1,872		5,985
Directly relating to the work of the C	Church	84,218	11,501		95,719	84,438	4,864	_	89,302
Church management and administrate	tion	14,350		₩₹	14,350	15,285	46		15,331
Governance costs		-	<b>sec</b> ion	<b></b>	<b>**</b>	•••	<b></b>		
Total resources expended	Note 11	113,642	16,095		129,737	114,283	6,808	_	121,091
NET INCOMING/(OUTGOING) RES	OURCES								
FOR YEAR		(9,331)	19,688	1110	10,357	261	19,345		19,606
Gains/(Losses) on investments	Note 4	-	(997)	(1,202)	(2,199)	_	5,371	5,690	11,061
NET INCREASE/(DECREASE) IN FU	JNDS	(9,331)	18,691	(1,202)	8,158	261	24,716	5,690	30,667
Fund balances at 1 January		9,446	132,014	111,126	252,586	9,185	107,298	105,436	221,919
Fund balances at 31 December		£115	£150,705	£109,924	£260,744	£9,446	£132,014	£111,126	£252,586
		Note 7	Note 8						

All activities relate to continuing operations.

# THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS BALANCE SHEET AS AT 31 DECEMBER 2018

	Notes	20	18	20	17
FIXED ASSETS Freehold Property St George's Hall	3		40,000		40,000
Investments (at Market Value)	4		135,636		137,835
TOTAL FIXED ASSETS			175,636		177,835
CURRENT ASSETS					
CBF Deposit Account Current Accounts Debtors and Prepayments	5	38,157 37,712 15,227		35,948 27,860 13,331	
		91,096		77,139	
Less: CURRENT LIABILITIES  Amounts due within one year	6	5,988		2,388	
NET CURRENT ASSETS			85,108		74,751
TOTAL NET ASSETS			£260,744		£252,586
Representing:					
ENDOWED FUNDS	7		109,924		111,126
RESTRICTED FUNDS	8		150,705		132,014
UNRESTRICTED FUNDS			115		9,446
	9		£260,744		£252,586

The accounts were approved and authorised for issue by the PCC on 21 March 2019 and were signed on their behalf by:

R Roberts

HOKE

Chairman

M J Fisher

Treasurer

#### 1. ACCOUNTING POLICIES

- a. Basis of accounting The accounts have been prepared under the historical cost convention, modified by the revaluation of freehold property and investments. They have been prepared in accordance with the Church Accounting Regulations 2006, the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2005) and applicable accounting standards.
- **b. Funds** The accounts include all the funds for which the PCC is legally responsible. Monies whose use is subject to specific trusts are shown as restricted or endowed funds.
- c. Freehold Property and Tangible Assets Freehold Property has been brought into account at a valuation by the Trustees. No depreciation arises as it is believed that the residual value of the property has increased. Other tangible assets will only be capitalised if their individual costs are greater than £1,000 each.
- d. Investments Investments are stated at market value and the unrealised gains and losses arising in the year are reflected in the funds in which the investments are held, via the Statement of Financial Activities.
- e. Income Income is recognised when received, augmented by items receivable which can be identified with certainty at 31 December, such as tax refunds and legacies that have been notified as due.
- f. Donations & Distributions (including Diocesan Share) Grants to other charities are recognised when they are paid, with a timing adjustment if they relate to income in a different accounting period.
- g. Expenditure Items of expenditure that relate to different accounting periods have been adjusted by recognising creditors, debtors, accruals and prepayments.

#### 2. RESOURCES EXPENDED

a. There were the following transactions with PCC members or connected parties in the year, other than re-imbursement of purchases on behalf of the PCC:-

Mrs P Davidson is married to the oganist who was paid £1,620 No other PCC members received any remuneration (2017: Nil)

b. The Independent Examiner's fee amounted to Nil (2017: Nil)

### 3. FREEHOLD PROPERTY

St George's Hall was valued by the Trustees at £40,000, as an estimate of the value to the PCC, based on a capitalisation of the hall's PCC usage at commercial rates, in March 2007.

4. INVESTMENTS		<u>2018</u>		<u> 2017</u>
Market value at 1 January Unrealised gains/(losses) on revaluation		137,835 (2,199)		126,774 11,061
Market value at 31 December		£135,636		£137,835
The holdings consist of:-	<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
Central Board of Finance of the Church of England's				
Investment Fund.	8402.62	135,363	8402.62	137,414
Fixed Interest Fund	171	274	171	286
3.5% War Stock (redemption in 2015 not yet traced)	134.6	<del></del>	134.6	135
		£135,637		£137,835

The original cost of the investments is not known.

#### 5. DEBTORS AND PREPAYMENTS

<u>2,018</u>	<u> 2017</u>
8,480	9,570
4,382	3,057
2,250	260
65	62
50	382
£15,227	£13,331
<u>2,018</u>	<u>2017</u>
4,118	1,758
1,870	630
£5,988	£2,388
	8,480 4,382 2,250 65 50  £15,227   2,018 4,118 1,870

### 7. ENDOWED FUNDS

Balance at 1 January	Investment Gains & 3	Balance at 1 December
2018	(Losses)	2018
40,000		40,000
61,853	(923)	60,930
286	(12)	274
8,067	(120)	7,947
785	(12)	773
135	(135)	
£111,126	(£1,202)	£109,924
	1 January 2018 40,000 61,853 286 8,067 785 135	1 January Gains & 3 2018 (Losses)  40,000 - 61,853 (923) 286 (12) 8,067 (120) 785 (12) 135 (135)

St George's Hall Property Fund - the land on which the hall was built was bequeathed as a permanent endowment for ecclesiastical purposes. The PCC acts as managing trustees for the hall and field, which are held by the Diocesan Board of Finance as custodian trustees.

Warre Trust - income is available for general purposes, while no stipendiary curate is appointed, however the Diocese has confirmed that this will not be enforced.

Eckett (Churchyard) Trust - income may be used for general purposes, as long as certain graves are maintained.

Mitchell (Churchyard) Trust - income is to be applied to the maintenance of All Saints churchyard.

West Harnham Church Hall Fund - income must be applied to the maintenance of the church hall.

Graham (Churchyard) Trust - income is to be applied to the maintenance of the churchyards.

#### 8. RESTRICTED FUNDS

(Funds that can only be expended		Balance at		Investment		Balance at
on specified purposes)		1 January	Incoming	Gains &	Expended	31 December
		2018	Resources	(Losses)	<u>in year</u>	2018
60 St George's Road Fund		60,936		(910)		60,026
Churchyard Fund		5,773	_	(86)	<del></del>	5,687
Appeal for both Churches	++	7,184	-	-	<b></b>	7,184
Friends of Harnham Churches	+-+	25,697	2,217	_	_	27,914
William Snow Memorial Fund	++	6,202	_	_	_	6,202
Organ Fund (general)	++	3,438	-	_	<u></u>	3,438
White - All Saints' Organ Fund	++	9,425	_	_	(216)	9,209
Pike - St George's Repair Fund	++	5,000	_	_	(1,431)	3,569
Snelling - All Saints' Projects	++		20,000	_	(671)	19,329
Smith - both churches equally		_	2,000		(2,000)	<b>-</b>
Heal - All Saints' generally			1,000	_	(1,000)	_
St George's Improvements		144	_	_	(144)	_
St George's Boiler replacement		<del></del>	4,450	-	(4,450)	
Hall Transformation	++	1,147	2,352	-	(1,800)	1,699
St George's Warre Artwork	++	5,485	_	_	(649)	4,836
Altar Frontal and Church Banner	++	207	-	_	(107)	100
Vicar's Discretionary Fund	++	390	_	_	_	390
Curate's Ordination Gift	++	64	-	_	(64)	_
Flower Funds	**	347	30	-	-	377
Bumps, Babes and Blessings	**	575		-	-	575
Messy Church	**	<del></del>	170	_	-	170
Specific Collections			2,768	-	(2,768)	-
Other Income in the year			795	-	(795)	-
		£132,014	£35,782	(£996)	(£16,095)	£150,705

60 St George's Road Fund - Diocesan approval was obtained for this fund to be expended on the All Saints project as it was classed as a "suitable capital project". £42,750 from this fund was used in 2006.

Churchyard Fund - for the benefit of All Saints. Status and origins currently uncertain.

Appeal and Friends - for the repair and improvement of both churches. Both funds were launched during 2006.

William Snow Memorial Fund - this fund was created by a gift from Mr Snow (now deceased) to instal glass doors at All Saints' Church but practicalities and costings have proved prohibitive and his representatives have directed that other projects will be undertaken from the fund in his memory.

- ++ = Specific donations not yet expended
- \*\* = Self financing activities

Other Income in the year - donations and investment income from endowments for specified purposes, which were both received and fully expended during the year.

### 9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted	Restricted	Endowed	Total
Fixed Asset Investments and Property	-	65,712	109,924	175,636
Current Assets	6,103	84,993	_	91,096
Current Liabilities	(5,988)	-	<del></del>	(5,988)
	£115	£150,705	£109,924	£260,744

10. INCOMING RESOURCES		2018		2017
	Unrestricted	Restricted	Total	Total
Incoming resources from donors				
Planned giving  Covenants and Gift Aid	44,429	==-	44,429	46,412
Uncovenanted	1,663	_	1,663	2,088
Income Tax recoverable	11,108	-	11,108	11,603
Collections	10,555	2,768	13,323	14,077
	67,755	2,768	70,523	74,180
Other voluntary income				
Donations, Appeals, etc	5,941	9,518	15,459	14,156
Parochial Fees	7,674	<b>-</b>	7,674	8,290
	13,615	9,518	23,133	22,446
Legacies	_	23,000	23,000	19,842
Income from charitable and ancillary trading				
Parish Magazine	2,387		2,387	2,497
Church Hall	16,270	<del></del>	16,270	17,134
	18,657	<del>-</del>	18,657	19,631
Investment income  Dividends and Interest	4,284	497	4,781	4,598
	£104,311	£35,783	£140,094	£140,697
	——————————————————————————————————————			<del></del>
11. RESOURCES EXPENDED		2018		2017
	Unrestricted	Restricted	Total	Total
Expenses of charitable and ancillary trading		· · · · · · · · · · · · · · · · · · ·	<del></del>	
Parish Magazine	552	-	552	356
Church Hall	10,865	1,826	12,691	10,117
	11,417	1,826	13,243	10,473
Donations and Distributions				
Overseas missionary	1,700	-	1,700	1,900
Home mission and Church Secular charities	1,300 250	-	1,300 250	1,400 300
Subscriptions	230 285	<b>-</b>	230 285	285
Special collections	122	2,768	2,890	2,100
	3,657	2,768	6,425	5,985
Directly relating to the work of the Church				
Ministry: Diocesan Share	67,939	_	67,939	62,983
Clergy Expenses, Services, Music, etc	8,490	237	8,727	8,130
Church running and maintenance	3,997	10,723	14,720	12,347
Churchyards	3,792	541	4,333	5,842
	84,218	11,501	95,719	89,302
Church management and administration	14,350	<del></del>	14,350	15,331
Governance costs				
Independent Examiner	<del></del>			
	£113,642	£16,095	£129,737	£121,091

# THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS DETAILS OF INCOMING RESOURCES FOR THE YEAR ENDED 31 DECEMBER 2018

		2018		2017
	Unrestricted	Restricted	Total	Total
Incoming resources from donors			<del></del>	<del></del>
Planned giving				
Covenants and Gift Aid	44,429	-	44,429	46,412
Uncovenanted	1,663	-	1,663	2,088
Income Tax recoverable	11,108	-	11,108	11,603
General Collections	10,555	2760	10,555	12,205
Specific Collections	<u></u>	2,768	2,768	
	67,755	2,768	70,523	74,180
Other voluntary income				
Unrestricted				
General Donations	4,055		4,055	3,116
Parochial Fees	7,674	-	7,674	8,290
Historic Churches Cycle Ride	307	-	307	219
Fete and other events	1,579	-	1,579	1,869
Restricted				
Friends Subscriptions	_	2,219	2,219	2,338
Other Restricted Donations (including Tax recoverable	)	7,299	7,299	6,614
85,982	13,615	9,518	23,133	22,446
Legacies				
Felicity Ann Snelling to All Saints' for				
maintenance and improvement projects	-	20,000	20,000	_
Joan Audrey Heal to All Saints' for general purposes	-	1,000	1,000	
Margaret Smith to All Saints' and St George's				
Churches divided equally		2,000	2,000	-
Sheila Rosemary White for maintenance				0.042
of the organ in All Saints' Church	-		<del></del>	9,842
Mrs E.N.Pinniger to All Saints' for general purposes George Pike for St George's Church repairs	<b>**</b>	-		5,000 5,000
George Fixe for St George's Charen repairs	<del></del>			· · · · · · · · · · · · · · · · · · ·
	<del></del>	23,000	23,000	19,842
Net income from charitable and ancillary trading				
Parish Magazine				
Receipts	2,387		2,387	2,497
Expenses	(552)		(552)	(356)
	1,835		1,835	2,141
Church Hall				
Rental Income	14,290	_	14,290	15,469
Parish usage (estimated)	1,980	_	1,980	1,665
Expenses	(10,865)	(1,826)	(12,691)	(10,117)
	5,405	(1,826)	3,579	7,017
Total net income from charitable and ancillary trading	7,240	(1,826)	5,414	9,158
Investment income				
Bank and Deposit Interest	2,228	<del>-</del>	2,228	117
General Income from Trusts	2,226	_	2,226	3,994
Restricted Income from Trusts	-	497	497	487
	4.284	497	4.781	4 508
	£92,894	£33,957	£126,851	£130,224

# THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS DETAILS OF RESOURCES EXPENDED FOR THE YEAR ENDED 31 DECEMBER 2018

		2018		2017
DONATIONS AND DISTRIBUTIONS	Unrestricted	Restricted	Total	
Overseas missionary				
Church Mission Society	1,200			1,600
Mission Aviation Fellowship	200			300
Salisbury Diocese Sudan Fund	300			······································
	1,700		1,700	1,900
Home mission and Church			•	
Church Urban Fund	250			300
Church Army	250			300
The Bridge Youth Project	800			800
	1,300		1,300	1,400
Secular Charities		<u> </u>		<del></del>
Salisbury Trust for the Homeless	250			300
	250	_	250	300
				<del> </del>
Total Mission and Away Giving	3,250		3,250	3,600
Subscriptions				
The Friends of Salisbury Cathedral	10			10
Churches Together	75			75
Wiltshire Historic Churches Trust	200			200
	285	<b></b>	285	285
Special Collections		(collected)	(disbursed)	(disbursed)
Christian Aid for Kerala	22	628	650	بعبر
Toilet twinning	(8)	131		<b>-</b>
Beer and Carols for Alabare	_	100	100	<b></b> -
Harvest Lunch for Women's Refuge	38	212	250	250
Bereavement Service for Cruse Bereavement Care	36	114	150	150
Remembrance for Royal British Legion	4	796	800	350
Christmas Services	30	532	562	_
Sal Trust for Homeless	_	_		400
Wiltshire Air Ambulance	-	_	_	150
Trussell Trust				200
The Children's Society	-	_	<b>-</b>	100
DEC East Africa Crisis	_		_	350
Women's Refuge		-		150
Retirements - Pelly & Wells		255	1,700  1,300  250  3,250  3,250  150  800	-
	122	2,768	2,890	2,100
	£3,657	£2,768	£6 425	£5,985
		±4,/00	<b>♣U,44</b> 3	#J,70J

# THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS DETAILS OF RESOURCES EXPENDED FOR THE YEAR ENDED 31 DECEMBER 2018

		2018		2017
	Unrestricted	Restricted	_Total	
DIRECTLY RELATING TO THE WORK OF THE CHUR	CH			
Diocesan Share				
Total net of Direct Debit Discount	67,939		67,939	62,983
Clergy Expenses	1,977	64	2,041	1,187
Upkeep of Churches				
Insurance	1,412	2,000	3,412	3,449
Heat Light and Water	1,493	1,000	2,493	3,270
Routine Repairs and Maintenance	1,092	801	1,893	3,250
	3,997	3,801	7,798	9,969
Major projects and repairs to Churches				
St George's - Boiler replacement	<del></del>	6,025	6,025	_
All Saints - glazing	-	141	141	<del>-</del>
St George's - altar frontal	_	756	756	<b>~</b>
St George's - Icon	-	_	<del></del>	900
St George's - Kneelers	-	_		1,478
	· · · · · · · · · · · · · · · · · · ·	6,922	6,922	2,378
Cost of Services	727	173	900	1,036
Churchyards	3,792	541	4,333	5,842
Music, Youth and Support				
Organists and Music	2,717		2,717	2,013
Use of Hall by Parish	1,980	-	1,980	1,665
Youth + Bumps, Babes and Blessings	-	_	<b>-</b>	1,171
General Youth	379	-	379	_
Functions and Courses	710		710	1,058
	5,786		5,786	5,907
	£84,218	£11,501	£95,719	£89,302
		£11,501		<del></del>
CHURCH MANAGEMENT AND ADMINISTRATION				
Administrator's Pay	7,916	-	7,916	8,635
Equipment and Web Site	4,352		4,352	4,396
Independent Examiner's Fee			-	_
Bank Charges	536	_	536	666
General Costs	1,546		1,546	1,634
	£14,350	£0	£14,350	£15,331

### THE PAROCHIAL CHURCH COUNCIL OF HARNHAM: ST GEORGE AND ALL SAINTS ST GEORGE'S CHURCH HALL FOR THE YEAR ENDED 31 DECEMBER 2018

	20	18	20.	17
INCOME				
Rents	14,290		15,469	
Parish Usage (based on hall booking records)	1,980		1,665	
Investment Income (see Endowment note)	26		26	
	<del></del>	16,296	<del></del>	17,160
EXPENDITURE				
Insurance	889		937	
Heat, Light and Water	5,663		3,914	
Cleaning and materials	2,452		3,394	
Maintenance and Repairs	3,225		1,188	
Administration	462		684	
		12,691		10,117
SURPLUS FOR THE YEAR		£3,605		£7,043
Accumulated Surplus brought forward		2,000		2,000
Excess released for general use of PCC		(3,605)		(7,043)
Accumulated Surplus carried forward		£2,000		£2,000

The Accumulated Surplus is a Designated Fund of the PCC, not a Restricted Fund. Its use therefore can be changed by the PCC.

### **ENDOWMENT**

There is an endowment fund, the capital of which may not be expended. The income has to be applied to the maintenance of the hall. The fund is represented by an investment in 48 units of the Central Board of Finance of the Church of England's Investment Fund.

Market Value £722

All the above figures are included in the PCC Accounts