

**The Parochial Church Council
of the Ecclesiastical Parish of
St John the Evangelist, Great Stanmore**

Otherwise known as: **St John's PCC, Stanmore**

**Annual Report
and
Financial Statements
for the year ended 31st December 2021**

**Presented to the Annual Parochial Church Meeting
24th April 2022**

Rector

The Revd Matthew Stone
The Parish Office
Old Church Lane
Stanmore
Middlesex, HA7 2QX

Registered Charity Number 1127658

Annual Report of the Parochial Church Council for the year 1st January to 31st December 2021

Administrative Information

St John the Evangelist, Great Stanmore, is situated on Church Road, Stanmore. It is part of the Willesden Episcopal Area of the Diocese of London within the Church of England. Contact details: The Parish Office, Church House, Old Church Lane, Stanmore, HA7 2QX. Telephone number 020 8954 7064. Email parishoffice@stjohnschurchstanmore.org.uk
Website: <http://www.stjohnschurchstanmore.org.uk/>

The Parochial Church Council (PCC) of St John the Evangelist, Great Stanmore, is a registered charity. The number is 1127658.

PCC Members (Trustees)

The Members of the PCC are the trustees of the charity. During the year, the following served as members of the PCC:

Rector: The Revd Matthew Stone – Chairman

Churchwardens: Mrs. Jane Prentice – Vice Chair (*until 25th April 2021*)
The other Churchwarden appointed on 25th April 2021, has been granted a dispensation by the Charity Commission so the name is not published.

Deanery Synod Representatives:

Mrs. Sylvia Daniels	<u>End of Term</u> 30 th June 2023
Ms. Susan Jones	30 th June 2023
Mrs. Beverley McKeon	30 th June 2023
Mr. Daniel McKeon	30 th June 2023

Elected Members:	<i>Mrs. Sheila Enaboifo</i>	<i>retired 25th April 2021</i>
	<i>Ms Jennifer Neve</i>	<i>retired 25th April 2021</i>
	<i>Mr. Graham Nicholson</i>	<i>retired 25th April 2021</i>
	<i>Mr. William Wyon</i>	<i>retired 25th April 2021</i>

Miss Belinda Burnand	retiring APCM 2022
Mrs. Pamela Curran	retiring APCM 2022
Mr. Keith McKenzie	retiring APCM 2022
Mr. Michael Okyere	retiring APCM 2022

Mrs. Maureen Davter	retiring APCM 2023
Mr. Jack Prentice	retiring APCM 2023
Mr. Frederick Oshunniyi	retiring APCM 2023
Mrs. Marianne Wright	retiring APCM 2023

Mr. Graham Denman (from 25 th April 2021)	retiring APCM 2024
Mr. Shaun Knevett (from 25 th April 2021)	retiring APCM 2024
Mrs. Jackie Peters (from 25 th April 2021)	retiring APCM 2024
Miss Victoria Ward (from 25 th April 2021)	retiring APCM 2024

Co-opted (by PCC): Ms Jenny Neve - Treasurer
Mr. Graham Nicholson

Ex-officio: The Revd Jonny Rapson – Assistant Curate

Bankers:

- Barclays Bank PLC, 1, The Broadway, Stanmore, Middlesex, HA7 4DB
- CCLA Investment Management Ltd, Senator House,
85, Queen Victoria Street, London, EC4V 4ET

Independent Examiner:

- Mr. Derek Taylor-Mew FMAAT
123, Park Lane, Harrow, Middlesex, HA2 8NN

Charity Commission Correspondent:

- The Revd Matthew Stone
Church House, Old Church Lane, Stanmore, Middlesex, HA7 2QX

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method and appointment of PCC members is set out in the Church Representation Rules. The PCC is registered with the Charity Commission under the full title of "The Parochial Church Council of the Ecclesiastical Parish of St John the Evangelist, Great Stanmore" with a working name of "St John's PCC, Stanmore" (No. **1127658**). The members of the PCC are the trustees of the charity. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Elected PCC members serve a three-year term of office and then they stand down for a period of twelve months before seeking re-election (unless they are co-opted because of their particular skills/role). This policy was reconfirmed at the Annual Parochial Church Meeting on 26th April 2015. PCCs can appoint co-opted members who can be clerical or lay. If this happens, the total number co-opted must either be less than one-fifth of the elected members on the Council, or two, whichever is the greater.

At the first PCC meeting held immediately after the APCM on 25th April 2021, Jenny Neve and Graham Nicholson were co-opted for a period of one year as their elected terms had expired. Ms Neve was reappointed PCC Treasurer, and Mr. Nicholson was reappointed as one of the two Deputy Wardens. The PCC met seven times during the year – all meetings were held on Zoom apart from the meeting on 25th April 2021.

The Standing Committee is the only committee legally required. It has power to transact the business of the PCC between meetings, subject to any directions given by the PCC. Whilst a Standing Committee was appointed, it did not need to meet in 2021. The other committees usually appointed include: Energy, Finance, Old Church Working Group and Peace, Justice and Environment as well as Social.

A Fabric Committee was not appointed this time. Owing to the Covid-19 pandemic, there were no committees appointed in 2021.

Aims and Purposes

The PCC has the responsibility of co-operating with the Rector, the Revd Matthew Stone, in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Church Building, Churchyard, Old Brick Church, Church House, Church Field, Church House Cottage, Hollond Lodge and St John's House (16, The Chase).

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at St John's and to become part of the parish community. This is underpinned by our Mission Statement: "Drawn together by Christ's love, we seek by his grace to live out his commandments to love the Lord our God with all of our being; and to love everyone we come across as we love ourselves."

We are an open Church: welcoming of all people. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the Rector and PCC have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance to charities for the advancement of religion. Specifically, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship, prayer, learning about the Gospel; developing knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

An important (and essential) part of each PCC Meeting were the discussions about our mission strategy, and in particular what responses we might make to "Listening to London, Listening to God" – the new collective vision for the Diocese of London. After extensive consultations in 2019, to which we contributed, the Diocese identified four ambitions were identified: Confident Disciples, Compassionate Communities, Creative Growth and Connected Young People. A report of our PCC discussions can be found on pages A8-A14.

Church Attendance

There are 184 parishioners on the Church Electoral Roll, 66 of whom are resident in the parish, and 118 of whom are not resident in the parish. The average weekly attendance at in church services, counted in October 2021, was 93 (77 adults, 16 children). This figure, which includes Sundays and weekday worship, continues to be affected because of the Covid-19 pandemic. Weekly online services were produced along with a range of other measures to ensure we were functioning, as far as we were able, during another extraordinary year.

Achievements and Performance

Worship and Prayer, Discipleship and Pastoral Care

An 8am Holy Communion and 9.30am Parish Communion take place every Sunday (on the first Sunday the Parish Communion is all-age). A monthly contemporary service 'Engage' takes place at 5pm. A midweek service is held every Wednesday at 10.30am in the chapel. Our services hopefully enable attendees to draw closer to God, worship with one another, and be spiritually refreshed. All are welcome to attend our services. Refreshments are served after the Parish Communion in Church House.

To cater for the younger members of our Church community, we offer Junior Church on the second and fourth Sundays of each month. On the third Sunday afternoon of each month, a Junior Church games session takes place. The children are invited to take part in the monthly all-age service.

As a result of the Covid-19 pandemic and a lockdown across January- March 2021 the church was again closed. Where possible we provided online alternatives which included a weekly communion service.

During 2021 the church was used for:

- **5** (4) baptisms mostly taking place within the Parish Communion
- **8** (0) candidates for confirmation
- **4** (0) children were admitted to Holy Communion before confirmation
- **2** (0) weddings
- **5** (5) funerals were held in church, a further **9** (13) were conducted at local crematoria
- **9** (4) interments of ashes took place in the churchyard

(numbers in brackets relate to 2020)

The Rector, Assistant Curate and PCC are committed to the pastoral care of all people in the parish of St John's. Holy Communion was taken regularly to two housebound parishioners (and others as and when required) by a commissioned team of lay people in addition to the Rector and Assistant Curate. The Rector and Assistant Curate make time to visit parishioners at home or in hospital with the assistance of the Licensed Lay Ministers, Pastoral Assistant and Bereavement Visiting Team.

In addition to worship, spiritual growth is encouraged through Home Groups, of which there are two meeting regularly.

The Rector meets regularly with the Assistant Curate, Churchwardens, Treasurer, Deputy Wardens and Parish Administrator to plan the workload for the ensuing months. As part of the meetings, priorities are agreed for upcoming fabric works.

The achievements of the PCC are only possible because of the large number of volunteers who give generously of their time and energy. Volunteers undertake a wide variety of tasks including (but not restricted to) membership of the various committees and visiting teams, stewardship of buildings, stewardship of finances, children's & youth work, Little Fishers, Tea & Chat, flower arranging, music, gardeners amongst many others. The PCC gratefully acknowledges all these contributions.

Missionary and Outreach Work

During the course of the year the PCC decided to make the following donations:

Bereavement Care	£200
Flyspec	£2,000
Mission to Seafarers	£2,000
Total	£4,200

Risks

The trustees confirm that the major risks (namely financial, health & safety and safeguarding) to which the charity is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks.

Safeguarding and Clergy Discipline

The PCC have complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

The Revd Matthew Stone
Rector

Deanery Synod Report

2021 has been a year in our churches when we have begun to recover from the Coronavirus Covid-19 pandemic with most of the restrictions previously imposed being lifted giving us more freedom to meet and to worship. However, meetings of the Synod have continued to be held using the Zoom software during 2021.

A new three-year Deanery Synod began in December 2020 with elections taking place for the Deanery Officers and members of the Standing Committee. John Dolling was elected as Lay Chair, Robert May as Honorary Secretary, Pam Clissold as Honorary Treasurer. The Clergy members of the Standing Committee are the Revds Christine Britton, Malcolm Finlay, David Green and Rod Green. The Lay members of the Standing Committee are Mary Abbott, Susan Cooper, Toby Partridge and Clive Scowen. During the year the Revds Christine Britton resigned and Rod Green moved to be Archdeacon of Llandaff. They were replaced as clergy members of Standing Committee by the Revds Barry Hingston and Ajay More. The Revds Stuart Nattrass and David Tuck were elected by the PTO Clergy to represent them on Deanery Synod. Derek Taylor-Mew was appointed Independent Examiner for the Deanery Accounts. Our representatives on Harrow SACRE (Standing Advisory Committee for Religious Education) continue to be Mary Abbott and the Revd James Power. Alison Stowe was elected in July as the third representative. David Poole has continued to represent us on the London Diocesan Board for Schools until the elections this autumn when the process changed. The Headteachers of the two Church of England Schools (both primary), Jo Hester and the Revd Daniel Norris, were co-opted to Synod.

The first meeting of the new Synod was held on 28th January which was the Revd Ian Dowsett's last meeting as Area Dean. We welcomed the Revd Ann Lynes as the new Area Dean from March. We were joined by the new Archdeacon of Northolt, the Ven. Catherine Pickford, who gave us the opening talk based on Matthew 26. This was followed by the confirmation of the elections that had taken place by email. Synod heard about the launch of "Hope Church" reaching out to the residents of the new housing estates in Harrow View, and of "Mosaic Church" an intercultural church reaching out to people of other faiths and cultures in Harrow.

The second meeting was held on 6th July with a talk by the Revd Dave Bookless of St Mary Norwood entitled "Caring for God's Creation" encouraging churches to consider the Eco Church initiative and to take some actions. Toolkits are available for churches to use on "Climate Sunday". A presentation was made to the Revd Ian Dowsett thanking him for his work as Area Dean over the past five years. Synod received presentations from two churches who had applied for grants from the Deanery Mission Fund. Grants of £1,000 for both were approved: Holy Trinity Wealdstone to subsidise their English Class and St Michael and All Angels Harrow Weald towards a camera and internet connection to livestream services. The Deanery Accounts for 2020 were approved, subject to independent examination. Dr. John Spencer of Holy Trinity Northwood was elected as the representative on Bereavement Care Management. Graham Nicholson was elected to serve a further term as Governor of St John's Church of England School Stanmore and Graham Hamwijk was elected as a Governor of Holy Trinity School Northwood.

The third meeting was held on 3rd November with a talk by the Revd Navina Thompson of St Giles Ickenham entitled "Swimming Against the Tide: An Exploration of Engaging with Difference". Navina talked about her experiences as a child of Indian Parents living and working as a woman priest in the Middle East and the diversity in that region. She encouraged us to live with our own prejudices and to live and think differently by embracing cultural and theological diversity. Daniel Escott was elected as a Governor of St John's Church of England School Stanmore.

Following elections in the summer, Clive Scowen and the Revd Jody Stowell had been elected to represent the Diocese on General Synod; Johnette Clarke, Susan Cooper, John Dolling, Toby Partridge, Joshua Tate and the Revds David Green, Stowell, Rachel Campbell and Paul Hullyer had been elected to represent the Deanery on the London Diocesan Synod.

Plans for a Deanery Prayer Evening at St Mary's Harrow for "Thy Kingdom Come" already postponed from 2020 was unable to be held in 2021, but monthly Prayer for Harrow has taken place under the leadership of Revd Malcolm Finlay and using the Zoom software.

Reports on the sessions of the London Diocesan Synod and of the General Synod were received at meetings during the year.

Robert May
Honorary Secretary

Church House

During 2021, Church House generated income of £46,427. The position was much improved on 2020 (£29,628) in spite of it not being possible for Church House to operate normally because of the ongoing challenges presented by the continuation of the Covid-19 pandemic. For example, across January to March 2021 Church House had to be closed apart from being used only by Stanmore Montessori, who were allowed to operate during this time as they are an early years' setting.

Little Fishers Parent & Toddler Group started meeting again on a weekly basis from May, whilst Junior Church and Tea & Chat reopened from September. These are church groups.

When allowed, the following non-church groups used the premises on a regular basis:

1. Kandu (Monday evening)
2. Karate (Thursday afternoon)
3. Rainbows/Brownies/Guides (Friday evenings during term time)
4. Stanmore Montessori (Monday to Friday during term time)
5. Taekwondo (Thursday evening)

Karate and Taekwondo are new groups who started using Church House in April.

A hiring agreement is signed on an annual basis with each regular hirers, apart from Stanmore Montessori where the legal instrument in place is a lease. A new three-year lease was executed in October 2021. Each group submits a copy of their safeguarding policy each year as well as their current insurance certificate in confirmation that they have cover in place for their activity. For some of the year, it was necessary for these groups to supply a copy of their Covid-19 risk assessment. We sent ours to them.

A robust system for hiring Church House on a one-off basis has been in place since 2014, which is administered through the Parish Office with some assistance from the Rector. This ensures we maintain a professional and consistent approach towards all bookings.

Terms & Conditions of hire are in place. They include reference to the hirer putting in place their own safeguarding procedures if children will be on the premises during their booking, food hygiene/allergy information, insurance cover and risk assessments. The importance of following the prevailing Covid-19 guidance was added as a new condition in light of the Covid-19 pandemic.

All hirers of Church House must sign a booking form which confirms their agreement to the Terms & Conditions. On one occasion, a one-off booking went wrong with the hirer breaching their contract with us. After they failed to engage to bring a sensible and fair resolution, the PCC made the decision to commence legal proceedings through the small claims court. The case is ongoing.

An agreed pricing structure is in place for one-off bookings:

General

- £80 per hour (until 6pm)
- £100 per hour (from 6pm)
- £250 refundable Good Conduct Deposit is taken

Weddings/Engagement Parties

- £200 for the first hour, £150 for each subsequent hour
- £500 refundable Good Conduct Deposit is taken

An appointed keyholder oversees one-off bookings. They are paid a fee of £25 (£50 if after a 9pm finish) per booking for providing a service to handover the premises to a one-off hirer. At the end of the booking, the keyholder returns to Church House to ensure the premises are left clean and tidy before locking up.

The booking system was reviewed last in July 2021.

In 2021 there were 35 one-off bookings (2020 – 5 bookings).

The Revd Matthew Stone
Rector

PCC Secretary's Report

The PCC met seven times in 2021: 27th January, 17th March, 25th April, 25th May, 21st July, 16th September and 23rd November. All meetings were held on Zoom apart from 25th April which was a short meeting taking place in the Church immediately after the Annual Parochial Church Meeting. When on Zoom, all PCC Members had access to the internet and were able to participate remotely.

Attendance at PCC meetings measured as a percentage was 79% (2020 - 70%) across the year. At every meeting, PCC Members received an update on the financial position to the end of the previous month. Updates on fabric matters, safeguarding and mission remained substantive agenda items as did the receipt of a Covid-19 report on St John's action to maintain services and activities in line with the prevailing Government guidance.

With St John's Church being a registered charity, PCC Members were reminded on two occasions of their obligations as trustees, especially the responsibility to ensure our 'charity' is run in a way that carries out its purposes in respect of public benefit. PCC Members are confident that they have done this.

PCC meetings are always efficiently organised with the agenda, minutes, financial information and other papers being circulated electronically one full week ahead of each meeting. This gives PCC Members the opportunity to read the papers in advance so they can prepare for each meeting. Whilst PCC Members view the papers online to save printing and environmental costs, hardcopies of the agenda, minutes and financial information are placed in the church porch for others to read to ensure transparency and accountability. PCC Members are invited to declare any interests (financial or otherwise) at the beginning of each meeting and withdraw whilst the conflicted item is discussed. This arrangement continued on Zoom. Draft minutes are usually circulated within 48 hours of the meeting to enable actions points to be taken forward promptly. Financial information is circulated monthly to PCC Members in between PCC meetings to ensure they are kept up-to-date.

As other reports will invariably contain business that has been transacted by the PCC during the year, this report will be focused only on matters that are unlikely to appear elsewhere.

January

- Discussed the expiry of the existing lease in August 2021 with Stanmore Montessori who use Church House. Agreed to renew for a further term.
- Noted the attendance at our Christmas services in 2020 = 160 in person, 390 online (2019 = 657 all in person).
- Agreed to support the Diocese of London's 2021 Lent Appeal which focused on youth violence. The appeal began on 17th February 2021 and raised awareness of this important issue and generated funds for three UK charities:

[The Excel Project](#) (XLP)

[Transforming Lives for Good](#) (TLG)

[Redthread](#)

- The annual subscription to Bereavement Care was renewed at a cost of £200.
- Noted that St John's now has Easyfundraising Page and that church members were encouraged to nominate St John's Church when purchasing online.
- Discussed the arrangements for the Annual Parochial Church Meeting to be held on 25th April 2021.
- Noted that the Archdeacon of Northolt was due to come to St John's Church on 21st October 2021 for the Triennial Visitation. The purpose of the visit is to check the PCC is complying with the requirements of various Measures; in particular, the Inspection of Churches Measures 1955, the Parochial Registers and Records Measure 1978 and the Care of Churches and Ecclesiastical Jurisdiction Measure 1991.
- Noted that the Rector had objected to the latest planning application for 12 Elm Park that overlooks Church Field. Planning reference number P3839/20. The objection was unsuccessful.
- Noted that a Confirmation service would take place on Advent Sunday 2021 (28th November 2021).

March

- Approved the Heads of Terms for a new three-year lease with Stanmore Montessori.
- The annual subscription to Harrow Inter-Faith was renewed at a cost of £25.
- The Church Field maintenance contract was renewed for a further 12 months.
- Agreed that a contribution of £50 would be made towards the retirement present for the Bishop of Willesden's PA, Nikki Court, who had been in post for almost 27 years.
- Noted that the Bishop of Willesden, the Rt. Revd Pete Broadbent, would be retiring in September 2020 after 20 years in post.
- The 2020 Accounts were approved following the independent examination, and the 2020 Annual Report was noted in preparation for the Annual Parochial Church Meeting to be held on 25th April 2021.

April

- This very short PCC meeting took place in the Church immediately after the Annual Parochial Church Meeting.
- All new PCC Members completed Trustee Declarations and HMRC 'Fit and Proper Person' forms. Existing PCC Members were asked to complete both forms if their circumstances had changed since they last completed them.
- Agreed to co-opt Jenny Neve and Graham Nicholson onto the PCC for a period of 12 months (both Jenny's and Graham's terms of office expired at the Annual Parochial Church Meeting held immediately before this PCC meeting). The co-options were made

to enable Jenny to continue as Treasurer and Graham as Deputy Warden, because of their knowledge of these roles.

- Various appointments were made: Vice-Chair, Treasurer, PCC Secretary, Electoral Roll Officer, Deputy Wardens, Stewardship Recorder and Standing Committee members.
- The signatories on the various bank accounts were confirmed, together with the arrangements for managing the funds held with CCLA Investment Management Limited.
- Sidesmen were appointed.

May

- Received an update concerning the execution of the new lease with Stanmore Montessori.
- Noted the current regular users of Church House, and that they had each signed a hiring agreement, supplied a copy of their current insurance certificate and, where appropriate, submitted a copy of the current safeguarding policy. Covid-19 risk assessments were also obtained.
- Noted that the existing Church House cleaner wanted to step down (but would continue cleaning the Church).
- Noted that the sum of £656.25 was sent to the Diocese of London representing money that had been given to support the Lent appeal.
- Confirmed the renewal of the Church House gas contract on a fixed tariff for three years with Total Gas & Power.
- Noted the attendance at the Holy Week and Easter services: 2021 = 277 in person, 133 online (2019 = 456 – *there were no comparison figures for 2020 as all places of worship were closed owing to the Covid-19 pandemic*).
- Appointed PCC Equality, Diversity and Inclusion Officers (Frederick and Tayo Oshunniyi) to help ensure St John's was representative and offered equal chances to all.
- Received information about the AGM of Firm Foundation (Harrow's night shelter project) which Jane Prentice had attended.
- Confirmed the participation of St John's Church in the Church of England's 'Living in Love and Faith' material, which offers teaching and encourages discussion on matters of identity, sexuality, relationships and marriage. The resources used drew together the bible, theology, science and history with powerful real-life stories designed to help every Christian explore the areas outlined. The study course would run across five Thursday evenings following which participants would be invited to submit their own personal responses to the Church of England. The response would help inform future discussion on this matter at General Synod.

July

- The booking arrangements for the hiring of Church House were reviewed. The 2022 hiring rates were approved together with an amended set of Terms and Conditions of Hire (which include matters of health and safety, food hygiene, risk assessments, safeguarding, security and Covid-19).
- Confirmed the appointment of a new cleaner for Church House who is working on a contractual basis, not as an employee of St John's Church. A signed agreement is in place between both parties.
- Approved the new lease with Stanmore Montessori and confirmed its execution by the Diocese of London on behalf of the PCC.
- Approved the annual PCC donations of £2,000 each to FlySpec and the Mission to Seafarers.

- Appointed Jonathan Stephen to serve a four-year term as a PCC Governor for St John's Church of England School.
- Noted that Jane Prentice had rung the church bell on Sunday 14th June 2021 to mark the fourth anniversary of the Grenfell Tower fire.
- The PCC agreed to fund the cost of the 'It's Your Move' booklets produced by Scripture Union as a gift to the Year 6 Leavers' at St John's School. Cost £63.

September

- Noted there had been a minor GDPR breach concerning the weekly dispatch of the pew sheet. Advice was sought from the Information Commissioner's Office. An internal log was created. No further action required.
- Noted that an audit had been done of who had keys to Church and Church House.
- Noted that the new lease with Stanmore Montessori was in the process of being signed. The PCC agreed that the lawyer who had acted for us on a pro-bono basis (saving £2,500 in fees) should be taken out for a meal by the Rector as a 'thank you.'
- Noted that the brown bin subscription has been renewed for 12 months with the London Borough of Harrow at a cost of £75.
- Agreed that a contribution of £100 would be made towards the retirement gift for the Bishop of Willesden.
- Confirmed that the first all-age service since the start of the Covid-19 pandemic (March 2020) would take place on 3rd October 2021 and it would be the Harvest Festival. Harrow Foodbank was chosen as the charity to be supported and members of the congregation were asked to bring some produce on the day, as well as making a donation online.
- Agreed to cover the cost of four members of the Bereavement Visiting Team's attendance at the annual Bereavement Care conference which was titled "It's a Long Journey: the length & complexity of prolonged grief." The conference was held on Zoom and cost £25 per delegate.

November

- Noted that the Archdeacon's Triennial Visitation had taken place on 21st October 2021. The Venerable Catherine Pickford was impressed at the high standard of work being undertaken to ensure the records, fabric, finance and safeguarding remain up to date. Also, that a new Mission Action Plan was in place. There were no follow-up actions (as was the case in 2018).
- Noted that the new lease with Stanmore Montessori was signed on 6th October 2021.
- A new Complaints Policy was approved.
- A new Conflicts of Interests Policy was approved.
- The Finance Policy & Risk Assessment was reviewed and ratified.
- The Health and Safety Policy was reviewed and ratified.
- The Legacy Policy was reviewed and ratified.
- The Lone Working Policy was reviewed and ratified.
- The Reserves Policy was reviewed and ratified.
- The Social Media Policy was reviewed and ratified.
- The Rector reminded PCC Members of the folder containing the emergency plans for the church, which included key contact numbers, site drawings and instructions to be read out from the front in case an emergency evacuation is required. The folder is kept in the vestry with copies in the Parish Office and Rectory. Laminated copies of emergency evacuation instructions are also kept in the Rector's stall and Churchwardens' pews.

- The PCC agreed to fund the cost of two Christmas tree (internal = £79.99, external = £229.99).
- Approved the extra parochial fees that would be payable in 2022 (eg organist, bell ringing).
- Noted that a crew from Stanmore Fire Station had visited to understand the layout of the Church and establish which items were of most value and should be protected (as far as is possible) in the event of a fire/water damage. The stained glass, organ and lectern were nominated.
- Noted that a Memorial Service took place on 7th November 2021 which was well attended (the 2020 service was online). The retiring collection of £250 was sent to support the work of Bereavement Care.
- Approved a new banner costing £148 advertising Church House, Little Fishers Parent & Toddler Group and Tea & Chat which was fitted to the Church hedge.
- Confirmed that a Christmas Afternoon Tea could take place on 5th December 2021 in Church House, with a Temporary Events Notice obtained for the sale of mulled wine.
- Noted the proposed 2021 Christmas Services.
- Noted the appointment of the Revd Canon Lusa Nsenga-Ngoy as the next Bishop of Willesden. He is currently working as the BAME (Black, Asian and minority ethnic) Mission and Ministry Enabler in the Diocese of Leicester.

At various points during the year, the congregation were invited to make online donations if desired to support Christian Aid, Harrow Foodbank, The Children Society and Firm Foundation. Online donations were apposite as the usual collections in Church no longer take place.

We delivered 77kg of produce to the Harrow Foodbank after the Harvest Festival. This was considerably lower than in previous years (not 2020) owing to the church being closed for several months because of Covid-19.

Mission

The Diocese of London has launched a new vision:



In the previous year, the PCC agreed four missional areas: children & young people, discipleship, environment and outreach which have become the major focus of our new mission action plan. Each PCC Member joined one group which has met in between PCC meetings during 2021 to discuss, agree and implement new goals/priorities to further the mission of St John's Church. The mission action plan was issued to the congregation in September. It remains a 'living' document and is updated regularly.

Some of the work discussed is as follows:

Children & Young People

- Set up a mentoring programme in school with 'Transforming Lives for Good.'
- Organise a mental health first aid course and develop a greater understanding of living with mental health.
- Explore possibility of restarting a youth group.

Discipleship

- Deliver an Advent Course.
- Deliver an annual Lent Course.
- Consider introducing additional home groups.
- Invite and support members of the congregation to lead prayers in services.

Environment

- Obtained the A Roche Bronze Award.
- Explore alternative forms of heating the Church (eg solar panels/heat pumps)
- Fit bird feeders/boxes in the Churchyard and Church Field.
- Offer tips during Lent to reduce carbon footprint.
- Organise an annual environment walk in Stanmore during the Great Big Green week.

Outreach

- Develop engagement with Firm Foundation.
- Organise an Open Day to showcase what is on offer at St John's Church.
- Explore new ways of connecting to the local community.

In October it was pleasing to welcome the return of Bentley Wood High School who visited the Church with their Year 11s to learn about Christianity as part of the GCSE RE syllabus. The Year 4s from Aylward Primary School also visited in October to look at the Church from a historical perspective and to learn about the church in action. In December, the Year 4s from Stanburn Primary School visited also from a historical perspective but also to learn about what happens at Christmas. It was very pleasing to have 420 children visit St John's Church from three local schools!

It was also wonderful to see on Advent Sunday, eight people being confirmed and four children admitted to communion before confirmation. With there being no Bishop of Willesden in post, the Rt. Revd John Packer, formerly Bishop of Ripon and Leeds until retirement, presided at this special service. Some of the confirmation classes were held at St John's Church of England School and the Headteacher and other staff attended the service.

Finally, whilst Covid-19 continued to impact our lives in different ways, not least being in lockdown from January to March, the PCC is pleased that the work of the Church was able to take place in different ways. The provision of online services, safe 'in church' services, the reintroduction of Bell Ringing, Café St Jean, Home Groups, Junior Church, Little Fishers Parent

and Toddler Group and Tea & Chat are some of the ways we have returned to more of a normal existence as a church community. Thank you to all those who work so hard to ensure the smooth running of St John's Church – far too many to name – but all equally valued and appreciated.

Pam Curran
PCC Secretary

2021 Financial Review

1. A budget for 2021 was approved by the PCC on 18th November 2020. A copy of the current budget is always displayed in the church porch.
2. The accounts are operated on an accruals basis.
3. Total expenditure was £153,793 compared to total income of £172,009 resulting in a surplus of £18,216 (2020 - £8,786).
4. Planned giving has increased by £3,705 to £60,421 (2020 - £56,716). All other donations have decreased by £5,477 to £8,103 (2020 - £13,580). This decrease reflects the church being closed for the first three months of the year and the fact that in 2020 a number of generous one-off donations were received during the early part of the Covid-19 pandemic.
5. An annual 'thank you' letter was sent by the Treasurer in respect of all regular donations received during the year.
6. Gift Aid recovered on eligible stewardship and donations amounted to £16,040 (2020 - £16,724) and related to donations received from January 2021 through to December 2021.
7. The annual donation from the historic Stanmore Charities totalled £4,070 (2020 - £4,726).
8. Additional income of £46,427 (2021 - £29,628) was generated from hiring Church House (our hall) which is represented as follows:

Group Name	Total (£)
Kaishi Karate School (new)	525
Kandu	200
Stanmore Montessori	30,102
Taekwondo (new)	1,785
One-off bookings (35 in 2021, 5 in 2020)	13,815
<u>TOTAL</u>	<u>46,427</u>

The income generated from Church House in 2021 was significantly higher than in 2020 as it was possible, from July, for the premises to be used once again for one-off bookings.

9. Rental income from Hollond Lodge and 16 The Chase totalled £30,675 (2020 - £30,575). Agents' fees of £3,992 were charged (2020 - £4,166). These cover the renewal fees and management fees. Both tenancies were renewed in 2021 as follows:

- Hollond Lodge - £925 (36 months) from 1st December
- The Chase - £1,700pcm (24 months) from 3rd March

10. A VAT claim of £479 was claimed under the Listed Places of Worship Scheme. See <http://www.lpwscheme.org.uk/>. This government funded scheme gives grants that cover the VAT incurred in making repairs and certain maintenance to listed buildings in use as places of worship. The scheme covers repairs/maintenance to the fabric of the building, along with associated professional fees, plus repairs to turret clocks, pews, bells and pipe organs. St John's Church is Grade 2* listed.

11. The PCC pledged to pay £82,170 towards the Diocesan Common Fund which equated to 96% of the 2020 costs (full costs = £85,200). This sum includes the direct costs of parish ministry such as clergy stipends and housing, together with central Diocesan support costs, education and outreach. At the end of the year, the PCC agreed to make a further payment of £3,030 from the surplus in recognition of the difficult year many parishes had experienced with their finances, resulting in the Diocese of London having to forecast a large deficit. Accordingly, for the second year running, St John's Church paid full costs of £85,200 which is very encouraging.

We also paid £821.70 (1% of the pledged Common Fund) to the Bishop of Willesden's Mission Fund, which is made available for Church of England Schools in the Willesden Episcopal Area. Schools have the opportunity to apply for a grant towards a mission based project. In recent years St John's Church of England School, Stanmore, has successfully applied for a grant. The Mission Fund is overseen by the Willesden Area Council.

12. General premises costs were £30,793 (2020 - £30,087). These are the running costs of the church and hall and include: cleaning, insurance, maintenance, utilities, removal of rubbish, together with the contract to keep Church Field tidy.

13. The full cost of employing our part-time Parish Administrator (15 hours per week) was £10,970 (2020 - £10,970). This amount includes salary, pension and National Insurance contributions. The Parish Administrator was furloughed from January until September and £5,541 was successfully claimed from the Government's Coronavirus Job Retention Scheme to offset some of the salary costs. Regardless of what was claimed from this scheme, the PCC were in full agreement that the Parish Administrator received her usual salary during this time.

14. Two equal legacies were received in September from the estate of the late Elizabeth Bowen, a much-loved member of St John's Church who attended services for many years and sadly died in 2020. Both legacies were for £7,650.34, one of which was restricted for use by the Bell Ringers. The other legacy is unrestricted.

The PCC is currently considering how the unrestricted legacy should be spent to honour Elizabeth's memory.

There are now four legacies totalling £21,448 being held as follows:

- 2014 Alison Carey - £1,250 restricted for use by the choir (current balance £983 as some money has been spent on music books).
- 2014 Mary Webb - £5,000 restricted for the upkeep of her memorial stone (current balance £5,165 which included interest). As the money can only be spent on the upkeep of Mrs. Webb's memorial stone, the £5,000 was placed in a CCLA Deposit Account.
- 2021 Elizabeth Bowen - £7,650 restricted for use by the bell ringers).
- 2021 Elizabeth Bowen - £7,650 unrestricted.

15. The sum of £4,800 was transferred from the income to a designated fund as a prior-years' adjustment. Since 2016, £800 should have been set aside for the future decoration of The Rectory but the transfer was not made until 2021 ($5 \times £800 = £4,000$ + £800 for 2021 = £4,800). In 2021, £5,241 is recorded against "Parsonage House Expenses", the difference of £441 relates to the Affinity Water bills.

16. A memorial donation of £500 (£625) was received in August from the Rapson/Wade family in memory of Rita Wade. This money was used to cover the cost of fitting three new external lights to the shed/Micklem Hall which illuminate a large section of Church Field close to Church House. Additionally, the installation of an external power supply to the side of Micklem Hall.

17. The Weber Trust was established in 1952 for the upkeep of a grave belonging to Mr. and Mrs. Edward Webber. The Diocese of London held the trust on behalf of the PCC in their capacity of Custodian Trust. The original trust deed said *"Capital to be held, income is paid to the St John the Evangelist for use towards the maintenance of the church and churchyard, so long as the grave and memorial stone of Mr. and Mrs. Edward Weber in the churchyard is kept in good order and repair."*

The capital has been held as a permanent endowment (ie it cannot be expended) in a CCLA CBF Investment Fund shares account with the income paid to the PCC each year.

As this particular trust is considered a 'small' charity by the Charity Commission, the PCC, as managing trustee, resolved to remove the permanent restrictions on the capital and spend it [the capital] as if it were income.

The Trust has been settled and proceeds of £3,210.46 were received on Christmas Eve. Local stonemason, P. Brant and Son Ltd, has been contracted to renovate the grave which will cost £2,525.64. A 25% deposit was paid in December and the work will be undertaken in 2022. The difference (£684.82) will be used in 2021 towards the maintenance of the church and churchyard.

18. Towards the end of 2017, the Diocese of London issued an instruction to PCCs which said they needed to obtain up to date valuations (every five years) of all property owned by them. In the guidance, it was acceptable to obtain a casual valuation from a local estate agent. Ellis & Co in Stanmore supplied the following casual valuations:

Church House £1,000,000, Church House Cottage £325,000, Hollond Lodge £275,000 and The Chase £600,000.

These casual valuations significantly changed the value of the fixed assets in the balance sheet from 2017 onwards. Up-to-date casual valuations will be obtained in 2022.

19. There is a historical holding of 868 investment shares with CCLA. Over many years £868 has been recorded in the balance sheet. This may reflect the original cost of the shares (£1 per share). It is unclear why we have not been receiving up-to-date valuations, but when one was requested as at 31st December 2021, it was for £21,008. After taking advice from our Independent Examiner, £868 will continue to be shown in the balance sheet rather than the latest valuation, because the valuation is not a realised asset, and changing the figure to reflect annual valuations will give a false gain/loss against the income in our accounts. The PCC has no current plans to sell the shares.
20. The general (unrestricted) fund now totals £194,704.
21. Total Reserves of £2,382,156 are held.
22. The finance policy and risk assessment was reviewed last on 23rd November 2021. Almost all bills and invoices are now settled by standing order, direct debit or by bank transfer. Two signatories are required for each payment. It is regrettable that a fraud was facilitated through the bank account with the sum of £1,684.17 being erroneously paid to a third party. This matter was reported to Action Fraud but to no avail.
23. The various funds are listed in Statement of Asset and Liabilities account. Where money has been given for a specific purpose, it is recorded in a restricted fund. We also have a number of designated funds. These are amounts which have been set aside by the PCC for various purposes but unlike the restricted funds, they can be brought back into general funds.

The monies representing these funds are held in separate bank deposit accounts with the Central Board of Finance Church of England Deposit Fund.
24. There is a full list of the reserves in the notes to the accounts.

Reserves Policy

It is the policy of the PCC to hold in reserve the equivalent of six months of general running costs (£85,000) and an additional six month's salary costs (£5,000). It is also our policy to hold £10,000 for any urgent building work that may arise during the year. The full policy was reviewed by the PCC on 23rd November 2021. A copy is available from the Parish Office.

I should like to take this opportunity to thank the members of St John's who regularly give money to support the mission and ministry of the church. Thanks also must go to those who have helped with the finances during the year.

Jennifer Neve
PCC Treasurer

Church Workers Pension Fund (CWPF)

FRS102 Wording - December 2021 Year End

St John's Church participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board. The CWPF assets are held separately from those of the Employer and other participating employers.

The CWPF has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder 2014

The Pension Builder Scheme of the CWPF is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65. There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2021: £463, 2020: £460).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31st December 2022.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time. The legal structure of the scheme is such that if another employer fails, St John's Church could become responsible for paying a share of the failed employer's pension liabilities.

The Revd Matthew Stone
Rector

Wording supplied by the Church of England Pension Scheme

These accounts were approved by the Trustees on 17th March 2022 and signed by the Chairman on the Trustees behalf..

A handwritten signature in black ink, appearing to read 'Matthew Stone', written in a cursive style.

**The Revd Matthew Stone
Chairman**

Statement of Financial Activities
1st January 2021 to 31st December 2021

	Unrestricted	Designated	Restricted	Endowment	2021	2020
<hr/>						
Income and endowments from:						
Donations and legacies	84,564	—	—	—	84,564	87,020
Income from charitable activities	7,971	—	—	—	7,971	6,715
Other trading activities	47,402	—	—	—	47,402	30,016
Investments	30,924	710	(39)	—	31,594	31,796
Other income	479	—	—	—	479	1,638
Total income and endowments	171,339	710	(39)	—	172,009	157,186
<hr/>						
Expenditure on:						
Expenditure on charitable activities	144,016	4,800	—	—	148,816	144,155
Other expenditure	4,977	—	—	—	4,977	4,244
Total expenditure	148,993	4,800	—	—	153,793	148,399
Net income / (expenditure)	22,345	(4,090)	(39)	—	18,216	8,786
<hr/>						
Transfers						
Gross transfers between funds - in	5,600	1,600	63	—	7,263	28,243
Gross transfers between funds - out	(1,600)	(5,600)	(63)	—	(7,263)	(28,243)
Net income/(expenditure)	26,345	(8,090)	(39)	—	18,216	8,786
Net movement in funds	26,345	(8,090)	(39)	—	18,216	8,786
Total funds brought forward	168,359	2,194,186	1,275	120	2,363,940	2,355,154
Total funds carried forward	194,704	2,186,096	1,236	120	2,382,156	2,363,940
<hr/>						
Represented by						
Unrestricted						
General fund	194,704	—	—	—	194,704	168,359
Designated						
Organ Repair Fund	—	(21,223)	—	—	(21,223)	(21,223)
Property Account Fund	—	2,200,000	—	—	2,200,000	2,200,000
Rectory Decoration Fund	—	(4,800)	—	—	(4,800)	4,000
Restricted Interest	—	12,119	—	—	12,119	11,409
Restricted						
M Webb Legacy Fund	—	—	76	—	76	12
Restricted Interest	—	—	1,160	—	1,160	1,263
Endowment						
Weber Grave Fund	—	—	—	120	120	120

Balance Sheet
1st January 2021 to 31st December 2021

	2021	2020
Fixed assets		
Tangible assets	2,200,000	2,200,988
	<u>2,200,000</u>	<u>2,200,988</u>
Current assets		
Investments	868	0
Cash at bank and in hand	232,195	190,193
	<u>233,063</u>	<u>190,193</u>
Liabilities		
Creditors: Amounts falling due in one year	(2,959)	(687)
Provision for liabilities and charges due within one year	(1,700)	(356)
Net current assets less current liabilities	<u>228,405</u>	<u>189,150</u>
Total assets less current liabilities	<u>2,428,405</u>	<u>2,390,138</u>
Liabilities		
Creditors: Amounts falling due after more than one year	(24,800)	(20,113)
Provision for liabilities after one year	(21,448)	(6,085)
Total net assets less liabilities	<u>2,382,156</u>	<u>2,363,940</u>
Represented by		
Unrestricted		
Unrestricted - General fund	194,704	168,359
Designated		
Designated - Restricted Interest	12,119	11,409
Designated - Organ Repair Fund	(21,223)	(21,223)
Designated - Rectory Decoration Fund	(4,800)	4,000
Designated - Property Account Fund	2,200,000	2,200,000
Restricted		
Restricted - M Webb Legacy Fund	76	12
Restricted - Restricted Interest	1,160	1,263
Endowment		
Endowment - Weber Grave Fund	120	120
Funds of the church	<u>2,382,156</u>	<u>2,363,940</u>

Notes to the Financial Statements

1st January 2021 to 31st December 2021

Accounting Policies

a. Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations, together with applicable accounting standards and the Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b. Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for PCC ordinary purposes.

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds:

- a) Income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest;
- b) Donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds – funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

c. Incoming resources

All incoming resources are accounted for gross.

Voluntary income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income Tax recoverable on gift aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold.

d. Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The Diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not legal) liability and is shown as a creditor in the balance sheet.

e. Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) of the Charities Act 1993.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For some inalienable property acquired in the past there may not be sufficient cost information surviving and therefore such assets may not be valued in the accounts. Individual items acquired since 1st January 2009 have been capitalised in the accounts and depreciated over their useful economic life (see note (d)).

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over a five-year period which is to the end of their expected useful lives. There are no assets currently being depreciated.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at book value in the accounts and recorded at market value at balance sheet date in the accompanying notes.

f. Current assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the Bank.

g. Trustees

Apart from the Rector and Assistant Curate, who are in receipt of stipends paid by the Church Commissioners, no other elected PCC Member was remunerated in 2021. The aggregate amount given by PCC Members in 2021 was £7,888.

The Rector, Assistant Curate and Pastoral Assistant were reimbursed expenses of office totalling £839 of which £39 related to travel costs. No other payments were made to PCC Members, nor persons closely connected to them.

Income and Expenditure

1st January 2021 to 31st December 2021

	Actual as at 31/12/2021	Budget as at 31/12/2021	Variance as at 31/12/2021	Actual as at 31/12/2020
<u>Income</u>				
Incoming and Endowments from:				
Donations and Legacies				
Standing Order	59,721	56,928	2,793	56,266
Stewardship Cheques	700	450	250	450
Church Plate Collections	225	-	225	1,380
Open Church Collections	102	-	102	218
Gift Aid White Envelopes	-	-	-	980
Donations Other Gift Aided	7,061	3,600	3,461	9,940
Curate	-	-	-	900
Donation Other not Gift Aided	715	900	- 185	1,062
Tax recoverable on Gift Aid	16,040	16,000	40	16,724
Donations and legacies Totals	84,564	77,878	6,686	87,920
Investments				
Dividends & Interest	0	7	-7	4
CBF Bank Interest	918	1,224	- 306	1,218
Rent Hollond Lodge	10,275	10,200	75	10,200
The Chase	20,400	20,400	-	20,375
Investment Income	-	-	-	.
Legacy Received	-	-	-	-
Investments Totals	31,594	31,831	-237	31,796
Other trading activities				
Church Hall Lettings One off	13,815	3,750	10,065	1,585
Montessori School Letting	30,102	30,000	102	26,665
Church Hall Lettings Regular	2,510	1,992	518	1,378
Parish Administrator Retention	-	1,000	-1,000	-
Other trading activities Totals	46,427	36,742	9,685	29,628
Income from charitable activities				
Clerk Staple/Holland Lodge	4,070	4,000	70	4,726
Funeral Fees PCC	2,591	856	1,735	777
Wedding Fee PCC	295	283	12	-
Ch Hall Caretaker Fee	975	-	975	125
Listed places of worship grant	479	-	479	738
Parish Magazine Sales	-	-	-	147
Parish Magazine Advertising	-	-	-	116
Youth Group	-	-	-	332
The Café St Jean	451	-	451	361
Social Events	293	-	293	227
Church Flowers	141	-	141	200
Little Fishers and Toddler Group	130	-	130	-
Junior Church	-	-	-	1
Tea & Chat	-	-	-	91
				-
Income from charitable activities Totals	9,424	5,139	4,285	7,841
Income Grand Total	<u>172,009</u>	<u>151,590</u>	<u>20,419</u>	<u>157,186</u>

	Actual As at 31/12/2021	Budget As at 31/12/2021	Variance As at 31/12/2021	Actual As at 31/12/2020
<u>Expenditure</u>				
Expenditure on Charitable Activities				
Giving to Missionary Societies	2,200	2,200	-	2,200
Secular Charities (Flyspec)	2,000	2,000	-	2,000
	4,200	4,200	-	4,200
Ministry Parish Share	82,992	83,027	35	80,592
Ministry Parish Share Extra	3,030	-	-3,030	5,430
	86,022	83,027	- 2,995	86,022
Legal & Professional Fees	3,992	4,785	792	4,166
Sal Hon	95	-	-95	185
Parish Administrator Salary	10,296	10,346	50	10,296
Parish Admin. (Furlough Payments)	-5,749	-2,483	3,266	- 6,086
Parish Administrator NI	202	209	6	214
Employer's NI Allocation HMRC £4,000	- 390	-	390	
Parish Admin. - Pension Life Insurance	463	463	-	460
Church Quinquennial	-	-	-	378
PCC Property Hollond Lodge	1,203	1,208	4	1,204
PCC Property Church House Cottage	131	121	-10	123
PCC Property The Chase	1,478	1,469	-9	1,505
	11,723	16,118	4,395	12,444
Working Expenses of Incumbent	576	750	174	560
Parsonage House Exp	5,241	-	-5,241	418
Pastoral Assistant	39	212	173	16
Working Expense of Curate	224	250	26	189
Curate			-	1,200
Hospitality Expenses	13		-13	
	6,093	1,212	- 4,881	2,384
Youth Group			-	86
Parish Training Mission	125	-	- 125	133
	125	-	-125	219
Visiting Speakers	-	-	-	-
Church Cleaning	2,496	3,240	744	2,550
Church Insurance	7,674	7,390	- 284	7,840
Church Maintenance	1,916	3,645	1,729	1,534
Church Flowers	369	-	- 369	554
Church Organ /Piano Servicing	1,015	500	- 515	503
Upkeep of Services	488	680	193	691
Services Sundries	488	-	- 488	485
Music & Choir Licenses	564	370	- 194	369
Church Publicity	112	-	- 112	10
Junior Church	118		- 118	97
Upkeep of Church yard	187	-	- 187	-
Administration	160	170	10	160
Social Events	388	-	- 388	129
Café St Jean	433	-	- 433	118
Postage & Telephone	831	894	63	771
Photocopy Costs	558	1,260	702	872
Photocopier Lease	1,800	1,802	2	1,266
Parish Office Costs	207	192	-15	176
Printing/Stationary	840	1,358	518	799

Sundry Expenses	1,758	-	-1,758	186
Tea & Chat	49	-	-49	-
Little Fishers & Toddlers Group	155	-	- 155	44
	22,605	21,500	- 1,105	19,152
Church Electricity	778	1,826	1,048	1,310
Church Water	221	160	-61	159
Church Heating	2,199	3,800	1,601	2,176
	3,198	5,786	2,588	3,645
Hall Cleaning	1,568	2,880	1,312	2,040
Hall Insurance	3,423	3,411	-12	3,618
Hall Maintenance	2,508	3,338	830	1,035
Hall Mowing	3,273	2,750	- 523	3,119
Hall Rubbish Removal	512	484	-29	474
Hall Cleaning Materials	547	95	- 452	113
Hall Caretaker	1,050	-	-1,050	75
Hall Sundry Expenses	218	-	- 218	
Hall Light Heat	4,149	3,774	- 375	3,919
Hall Water	326	314	-12	313
	17,575	17,045	-530	14,706
Holland Lodge Major Repairs	1,112	1,000	- 112	-
16 The Chase Major Repairs	655	1,000	345	5,478
Church House Cottage Major Repairs	165	502	337	-
	1,932	2,502	570	5,478
Other Expenditure				
Bank Charges	200	200	-	150
Harrow Deanery	120		- 120	-
Other Expenditure Totals	320	200	-120	150
Total Expenditure Totals	<u>153,793</u>	<u>151,590</u>	<u>- 2,203</u>	<u>148,399</u>
Excess Income over Expenditure	18,216	-	18,216	8,786
Balance bfd 01/01/2021	2,363,940	-	-	-
Balance at 31/12/2021	2,382,156	-	18,216	8,786

**Statement of Assets and Liabilities
as at 31st December 2021**

2,382,156

Cash

CBF Deposit Account	150,000	
CBF Deposit Account (Mary Webb)	5,165	
Barclays Current Account	72,225	
Barclays Deposit Account	<u>4,805</u>	
		232,195

Investments

CCLA Shares	<u>868</u>	
		868

Tangible Assets

Property	<u>2,200,000</u>	
		2,200,000

Liabilities (due within a year)

Returnable Deposit (Stanmore Montessori)	500	
Deferred Income (2022 Church House Bookings)	1,700	
Weber Grave Trust Fund	<u>2,459</u>	
		-4,659

Liabilities (due after one year)

Legacies	21,448	
Organ Fund	20,000	
Rectory Decoration	<u>4,800</u>	
		-46,248

2,382,156

Fund Statement of Change
1st January 2021 to 31st December 2021

Fund	Brought Forward				Movement				Carried Forward			
	Unrestricted	Designated	Restricted	Endowment	Unrestricted	Designated	Restricted	Endowment	Unrestricted	Designated	Restricted	Endowment
M. Webb	-	-	12	-	-	-	64	-	-	-	76	-
Organ	-	(21,223)	-	-	-				-	(21,223)	-	-
Rectory	-	4,000	-	-	-	(8,800)	-	-	-	(4,800)	-	-
General	168,359	-	-	-	26,345	-	-	-	194,704	-	-	-
Property	-	2,200,000	-	-	-	-	-	-	-	2,200,000	-	-
Webergrav	-	-	-	120	-	-	-	-	-	-	-	120
Interest	-	11,409	1,263	-	-	710	(103)	-	-	12,119	1,160	-
Totals	168,359	2,194,186	1,275	120	26,345	(8,090)	(39)	-	194,704	2,186,096	1,236	120

**Statement of Assets and Liabilities (by code)
as at: 31 December 2021**

Class and nominal code	General	Designated	Restricted	Endowment	2021	2020
Fixed assets - Tangible assets						
6000000 : F/H Church House at Cost	—	1,000,000	—	—	1,000,000	1,000,000
6000001 : F/H St Johns House at Cost The Chase	—	600,000	—	—	600,000	600,000
6000017 : F/H Hollond Lodge at cost	—	275,000	—	—	275,000	275,000
6000018 : F/H Church House Cottage at cost	—	325,000	—	—	325,000	325,000
6000050 : Investments	—	—	—	—	—	868
6000051 : Investment Weber Grave	—	—	—	—	—	120
Total	—	2,200,000	—	—	2,200,000	2,200,988
Current assets - Cash at bank and in hand						
A1504 : Bank current account	98,904	(39,127)	12,448	—	72,225	70,226
A1505 : Bank deposit account	622	4,184	—	—	4,806	4,805
A1520 : CBF CofE deposit A/c	95,898	54,103	5,165	—	155,165	115,162
Total	195,423	19,159	17,613	—	232,195	190,193
Current assets - Investments						
A1559 : Investment Shares (CCLA)	868	—	—	—	868	—
Total	868	—	—	—	868	—
Liabilities - Creditors: Amounts falling due after more than one year						
A1612 : Rectory Decoration Fund	—	4,800	—	—	4,800	—
A1670 : Church Fund Raising/Organ	—	20,000	—	—	20,000	20,113
Total	—	24,800	—	—	24,800	20,113
Liabilities - Creditors: Amounts falling due in one year						
A1613 : School returnable deposit	500	—	—	—	500	500
A1621 : NI Control	—	—	—	—	—	187
A1709 : Weber Trust Fund	—	—	2,579	(120)	2,459	—
A1712 : D Rapson	(500)	500	—	—	—	—
Total	—	500	2,579	(120)	2,959	687
Liabilities - Provision for liabilities after one year						
A1700 : M Webb Fund	—	—	5,165	—	5,165	5,102
A1701 : A Carey Fund	—	—	983	—	983	983

Statement of Assets and Liabilities (by code)
as at: 31 December 2021

Class and nominal code	General	Designated	Restricted	Endowment	2021	2020
A1710 : E Bowen (Bell Fund)	—	—	7,650	—	7,650	—
A1711 : E Bowen	—	7,650	—	—	7,650	—
Total	—	7,650	13,798	—	21,448	6,085
Liabilities - Provision for liabilities and charges due within one year						
A1610 : Deferred Income	1,700	—	—	—	1,700	356
Total	1,700	—	—	—	1,700	356
Net total assets	194,591	2,186,209	1,236	120	2,382,156	2,363,940
Represented by						
Unrestricted - General	194,704	—	—	—	194,704	168,359
Designated - Organ	—	(21,223)	—	—	(21,223)	(21,223)
Designated - Rectory	—	(4,800)	—	—	(4,800)	4,000
Designated - Property	—	2,200,000	—	—	2,200,000	2,200,000
Designated - Interest	—	12,119	—	—	12,119	11,409
Restricted - MWeb	—	—	76	—	76	12
Restricted - Interest	—	—	1,160	—	1,160	1,263
Endowment - Webergrav	—	—	—	120	120	120
Total	194,704	2,186,096	1,236	120	2,382,156	2,363,940

Independent Examiner's Report to the Trustees of: The PCC of St John the Evangelist, Great Stanmore

I report on the financial statements for the year ended 31st December 2021 which are set out in the foregoing pages.

Respective responsibilities of the trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention


Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed 

D. Taylor-Mew FMAAT

123 Park Lane, Harrow, Middlesex, HA2 8NN

Date 8th March 2022