

St James's Church, Hampton Hill

ANNUAL REPORT and Financial Statements of the Parochial Church Council

(Registered charity no: 1129286)

For the year ended 31st December 2021

FINAL

Reference and Administrative information

St James's Church is situated in St James's Road in Hampton Hill. It is part of the Diocese of London within the Church of England.

The correspondence address is:

The Church Office, 46 St James's Road, Hampton Hill TW12 1DQ

PCC members who have served from 1 January 2021 until the date of this report are:

Incumbent: Rev Derek Winterburn

Associate Priest: Rev Jacky Cammidge

Churchwardens: Gwynneth Lloyd (until April 2021)
Nick Bagge (from April 2021)
Susan Horner (from April 2021)

Representatives on the Deanery Synod

(ex-officio members

of PCC):

Gwynneth Lloyd
Moya Meredith-Smith
Lesley Mortimer

Elected members:

Lou Coaker
Ros Daly
Paul Fitchett
Annalea Gratton
Jon Holloway
Susan Horner
Rita Malyon
Dawn Miller (until April 2021)
Patricia Newton
Sarah Richardson
Laurence Sewell
Dennis Wilmot

Co-opted members: Dawn Miller (from April 2021)

PCC Secretary: Nick Bagge

ST JAMES'S CHURCH HAMPTON HILL

Governance

The information on governance included here supplements that described in the trustees' report and in the statement of trustees' responsibilities. The Parochial Church Council (PCC) has formally met seven times during the year. New members joined at the Annual Parochial Church Meeting (APCM) in April; at the same time those whose term of office ended, retired, which explains why the total number of meetings differs for some.

Attendance

Attendance during the year at meetings of the governing body was as follows:

PCC Member	Meetings attended	Out of a possible	As a percentage
Nick Bagge	3	3	100%
Jacky Cammidge	6	6	100%
Lou Coaker	6	6	100%
Ros Daly	2	6	33%
Paul Fitchett	5	6	83%
Annalea Gratton	5	6	83%
Jon Holloway	6	6	100%
Susan Horner	6	6	100%
Gwynneth Lloyd	6	6	100%
Rita Malyon	1	6	16%
Moya Meredith Smith	5	6	83%
Dawn Miller	4	6	66%
Lesley Mortimer	6	6	100%
Patricia Newton	6	6	100%
Sarah Richardson	4	6	66%
Laurence Sewell	5	6	83%
Dennis Wilmot	6	6	100%
Derek Winterburn	6	6	100%

Day-to-day management is delegated to the Incumbent and Churchwardens

Bankers:

Santander UK, 2 Triton Square, Regents Place, London, NW1 3AN.

Independent Examiner:

Martin K Housden FMAAT, 13 Guildford Avenue, Feltham, TW13 4EN

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC registered as a separate charity, The Parochial Church Council of the Ecclesiastical Parish of St James Hampton Hill, with the Charity Commission on 23 April 2009, as it had a gross income in excess of £100,000.

The appointment of PCC members is governed by and set out in the Church Representation Rules 2020.

In addition to the Standing Committee, there are specialist teams, each with its own designated responsibilities:

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

The **Finance Team** supports the treasurer, recommends a budget to the PCC, reviews the accounts prior to inspection and supports stewardship / giving campaigns.

The **Properties Team** is responsible to the PCC for the care and maintenance of all our buildings.

The **Building Development Team** is responsible to the PCC for the major building work being undertaken in the church, working with the architects to produce the detailed designs to be considered by the PCC and the wider church.

The **Care and Contact Team** manages the pastoral care of the church, as part of the wider mutual care amongst the congregation.

The **Children's Ministry Team** oversees our ministry to children, young people and families.

The **Messy Church Team** plans, prepares and delivers the Messy Church events.

The **Sunday Kitchen Team** provides the refreshments on Sunday mornings

The **Social Planning Team** is responsible for arranging catering at other parish functions and for a programme of social activities.

The **Charity Support Team** is responsible for setting the annual programme of charitable grants, and for relating to the recipients.

The **Spire Team** is responsible for production and distribution of the parish magazine, the *Spire*.

Each year, a Health and Safety inspection is carried out by Precision Safety. The major risks, to which the PCC is exposed, have been reviewed and systems or procedures have been established to manage those risks.

Statement of PCC Members' Responsibilities

Charity law requires the PCC as trustees of the church to prepare an annual report and financial statements for each financial year that gives a true and fair view of the Church's financial activities during the year and of its financial position over the year. The PCC is also required to ensure that these are subjected to an annual independent examination or audit and to present these to the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

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

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether application accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and enable them to ensure that the financial statements comply with the Charities Act 2011 and applicable accounting standards. They are also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Objectives and Activities

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. St James's PCC has the responsibility for co-operating with the incumbent in promoting, in the ecclesiastical parish, the whole mission of the church – pastoral, evangelistic, social and ecumenical.

Public Worship

On a typical Sunday we offer

8.00 Holy Communion (said)

9.30 Holy Communion, with organ, and once a month choir

11.15 All Age Service (HC about monthly) in school term-time

Midweek, morning prayer is said daily (Mon, Wed, Thurs, and Fri) and Holy Communion celebrated on Thursdays.

The church also marks the major festivals, such as Advent, Christmas, Lent, and Easter, as well as celebrating the Patronal Festival of St James, in July.

Occasional Offices

Baptisms, Weddings, and Funerals (including Thanksgiving / Memorial services) are available for the members of the parish. As numbers permit pre-baptism and wedding preparation groups are offered. As well as post-funeral support, all bereaved families are invited to *In Loving Memory*, an annual All Souls' remembrance service.

Local Links

The church hosts numerous school services at Christmas and welcomes schools and uniformed organisations for visits through the year. Some of these are 'heritage'-orientated, others such as the Christmas or Easter 'Experiences' are more experiential. The vicar also takes assemblies and RE lessons at various schools. The nursery, schools and the Scouts participated in *Churches Count on Nature*.

A team of visitors takes a service at Laurel Dene residential home.

Teaching and Nurture

Supplementing sermons on Sunday the church offers courses / small groups through the year. Additionally, the vicar provides a recorded devotional podcast, called *Time to Pray*, four times a week. Alpha courses for enquirers are available when there is demand.

Pastoral Care

Every member of the church is encouraged to welcome newcomers and share a concern for one another. A team 'manages' pastoral care, in the sense that it monitors attendance, and people who are ill. The members are also ready to call or visit as appropriate. The team includes clergy and lay people.

Social Life

There are several ways that the church's social life is built up and community strengthened. Refreshments after the 9.30 and 11.00 services are important in helping new people feel welcome and enabling members to talk to one another. Other social occasions during the year include St James's Day, Harvest Lunch and mince pies and mulled wine after the Carol Service.

Eco-church

St James has a proven track record of environmental care and awareness of justice issues. A team monitors and develops our care for creation, within A Rocha's Eco-church scheme. The churchyard is actively maintained, in partnership with the Local Authority to prove a peaceful and beautiful area for the local community, and sensitive to the needs of a diverse wildlife.

Outreach and Publicity

Our biggest outreach is the *Spire* magazine, published nine times a year. This is available without charge to visitors to the church or by house delivery – or by email. There are copies also available at some High Street shops.

We host an attractive and resource-full website which is constantly updated. There is a weekly email for subscribers. The church also engages with the main social media channels as well as *Nextdoor*.

The church members deliver to the homes in the parish an information booklet *You're Invited* which blends church notices and details of groups that use the hall and church.

Charities Support

St James's has a strong tradition of supporting other agencies in relieving need and Christian mission. There is an annual programme of fundraising projects, e.g., Lent Appeal, Christian Aid Week and Harvest Appeal. Gifts of food were collected and sent to the Hampton Foodbank; unwanted tools were passed to TWAM.

St James's continues to be a member of **Churches Together Around Hampton**.

Achievements and Performance

Parochial Church Council Activities The full PCC met six times during the year, with an average level of attendance of 75%. Committees met between meetings and reports of their deliberations were received by the PCC and discussed when necessary.

Membership

There were 128 names on the Electoral Roll in March 2021. Of these 81 were resident in the parish and 47 were non-resident.

Properties There were no major works carried out during the year, but maintenance included clock repairs and heating system repairs.

A small group worked with the architect to develop plans for a major refurbishment, including seating, decoration, and facilities.

Public Worship

Sunday worship has been provided throughout the year. The 11.15 service, which began in May 2017, attracts a small but regular group of families. The church re-opened for Sunday services in time for Holy Week, and the streaming of the 9.30 service continues. 11.15 began again in September. The Choir Director and Organist maintained music as an important part of our 9.30 services despite the restrictions of Covid-19. Through the year communion was offered in both kinds, the wine being optional. Choir numbers have remained high, and in addition to their involvement in the 9.30 service once a month, they have also performed an Evensong service for Harvest.

From December, Messy Church began again after the COVID restrictions were eased.

The attendance on a usual Sunday was difficult to estimate as lockdowns and restrictions meant many people watched the livestream on our Facebook page. Since the ending of all restrictions, numbers attending have slowly grown to about 60 adults and 10 under 18s, weekly.

Midweek, morning prayer has been said daily (Mon, Wed, Thurs, and Fri) since Holy Week, and Holy Communion celebrated on Thursdays through the year.

The COVID situation has required us to temper our special occasions, but we have this year celebrated all the key festivals.

St James's was pleased to welcome Rev Canon Tim Marwood to minister alongside the other clergy in the team: Rev Derek Winterburn, Rev Jacky Cammidge and Rev Canon Julian Reindorp.

Local Links

Although schools did return for their Christmas services, two cancelled at short notice due to COVID. However, the vicar did visit one of them for a service they arranged on their own premises. Schools were also unable to return for Christmas or Easter 'experiences.' He continued to provide recorded assemblies in place of visiting the schools. Visiting Laurel Dene has been 'off and on' depending on the level of COVID.

Teaching and nurture

In Lent, a course tackling climate change was conducted via Zoom. It wasn't possible to continue with Life Groups in parishioners' *homes*. In their place two courses were offered. In the Summer – the book of Ruth on Zoom and in the autumn the 'Unanswered' Prayer Course in church. Also last year a small group worked through the Church of England course 'Living in Love and Faith'.

Time to Pray has read through the Johannine Epistles, Mark's Gospel, and some Pauline epistles. There are 90 subscribers.

We have not run any Alpha courses this year.

Pastoral Care

The visitors' team was renamed to *Care and Connect*, to reflect that because of COVID the prime focus could not be *visiting* but contacting in a wider range of ways. The group continued to meet and watch over the congregation. The return to church, of some but not all, has slightly muddied the water in spotting who is most vulnerable. One member of the team has been able to take out Home Communion.

Children and Young People

Covid made it impossible to run Shell Seekers (Sunday school) during school terms, but most children (excluding those at the 11.15 service) are Y6 and above in any case. Recruiting a Children's and Families Worker was stalled by the pandemic and the uncertainties of what we wanted to be able to offer families.

A number of children came with their parents to the 11.15 services. *The Ark Playgroup* did not run during 2021, but it will return in 2022 on Monday mornings in term-time. In the past it attracted up to twenty families; as well as free play there was a story / song time.

Messy Church recommenced for Christmas 2021, on Sunday afternoon. It was very much experimental as it met in the church around tables, rather using the hall for free-flow activities as in 2020. It was good to begin to rebuild what was promising in 2020.

Socials

St James had to adapt its social aspect. It wasn't possible to offer refreshments after the 9.30 and 11.10 services for some of the year, but its value was demonstrated when it did resume in the summer. St James's Day service was followed by bring and share meals for small groups in parishioners' gardens. The Harvest meal brought people together in the Hall once more.

Connections, an activity-based group for people available in the midweek daytime, resumed for its monthly meetings in the church from the autumn, with those attending a mix of church and non-church members. A monthly free, drop-in Hearing Aid clinic is now part of this.

The social group aimed at men, **The Good Guys**, resumed monthly for a meal in a local restaurant.

Special events in 2021 included regular online Quiz Nights, and a Christmas concert with singer-songwriter Alistair Griffin. The church is also now home to a choral group, Cantanti Camerati, who hold one of their concerts here too.

Eco-church

In May we were awarded a Bronze award in the Eco-church scheme, partly as we tightened up our processes and developed care for the churchyard. We joined the 'Churches Count on Nature' week of observation in the churchyard, as well as having a 'Great Big Green Weekend' in September, which led into COP 26. The PCC agreed to part-fund a modern cycle shelter.

Churchyard Team and Gardening Team activities in the churchyard have begun, in some small way, to contribute to outreach as local neighbours have attended on more than one occasion and it is planned to develop this. The Commonwealth War Graves Commission has appointed a registered volunteer to care for the scattered war graves here at St. James and a three-year forward management plan for the churchyard was created in July 2017 and approved by the PCC which includes proposals for providing war graves information for public interest and involvement opportunities for the wider community.

Outreach

The St James's Festival Weekend included a 'come back to church' element organised for the community: an organ recital, tea and cakes, a bottle stall, and tours of the church and the tower. Now in its third year, the event again attracted a good number of visitors. Encouraged by that success and the need to continue to reach out, the church ran a similar 'Great Big Green Weekend', engaging with environmental issues.

The Pop-Up Cinema resumed. Films for adults alternated with children's ones. Numbers recovered well from the break due to Covid; children's shows were most popular.

The Spire / You're Invited / Website

Production continued, with just one issue going online only. When Covid restrictions were relaxed it was delivered free to 450 homes and was available from many High Street shops. One testimony to its popularity was the increasing number of copies that were taken from the Post Office, another would be the positive response to the financial appeal.

The church members delivered the quarterly what's-on leaflet, called *You're Invited*, to homes in the parish.

The website and social media offered further means of contact with the public.

Charities Support Team In 2021 the PCC gave the team £1,500 for Welcare and Bishop Wand School to kickstart its fundraising. The Ark Playgroup gave a further £200 to Welcare. The Lent Appeal raised £4,151 (up just over 50% on 2020) for three separate causes: ALMA, specifically the Nampula Diocese, the Diocese of London's campaign to reduce serious youth violence, and Activate, a new sports ministry operating from Teddington. Our harvest appeal raised £865 for The Upper Room, and while monetary donations were down on 2020, the amount of food and other goods was up hugely. £652 was also given to the London Churches Refugee Fund. The big story was the success of the appeal for St Luke's Hospital, Milo, Tanzania, mostly due to a sponsored cycle ride and a bookstall, which raised £2,600, three times as much as we gave to the hospital in 2020. The total collected was £7,912 (excluding Christian Aid and The Children's Society - £2684), almost a third up on the previous year.

The vicar continued to chair **Churches Together Around Hampton**. There were no joint services organised during the year, although the Hampton Hill churches shared the Act of Remembrance around the War Memorial on Remembrance Sunday.

Financial Review

The financial outcome of the year was a deficit of £7,250 (2020 – deficit £37,152). To offset this there was an overall gain of £61,532, being an unrealised gain on investment value from 2020 to 2021. In 2020 there was a realised gain on investments sold of £5,020 and unrealised gain of £9,575.

The principal source of income is from donations from the congregation. The regular giving of our congregation (standing orders, numbered envelopes, and blue envelopes) totalled £99,553 (2020 - £102,044) that included £19,487 (2020 - £20,049) of tax reclaimable. Donations and appeals raised £13,399 (2020 - £4,342). The Hall generated a gross income of £29,999 in the year (2020 - £16,164)

Hall expenses were £23,371 (2020 - £17,963). Hall expenses include depreciation of the hall, amounting to £6,800 (this being a charge of 2% for the next 50 years). The magazine cost £3,925 to produce (2020 £ 2,975).

Total expenditure was £184,117 (2020 - £199,003).

Total income was £176,867 (2020 - £161,851). This includes Coronavirus Job Retention Scheme government grants received of £6,142 (2020 - £10,321) to pay the majority of the administrator's salary while on enforced leave, and investment income of £13,841 (2020 - £13,964).

The net value of the PCC at the end of the year was £850,502 (2020: £796,220).

Reserves Policy

It is the policy of St James's PCC to hold in reserves the equivalent of three months general running costs including salaries (which equates to £25,000) and to build up an amount for likely building works arising from the next quinquennial inspection (2022) as well as major building works scheduled over the next 2 years of £25,000

This policy will be reviewed annually.

Plans for Future Period

- Refurbishment: see completion of major upgrade to church building
- Messy Church: establish a regular pattern of meeting, with a sustainable size of congregation – and in due course recruit Families' Worker
- Reset Pastoral Care post COVID with Care and Contact Team
- Establish pattern of social events through the year.
- Achieve Eco-Church Silver Award
- As far as we can, post-COVID re-establish Sunday / Festival worship through the year and attract new members.

On behalf of the Parochial Church Council



Derek Winterburn
(Chair)



Dawn Miller
(Treasurer)

April 2022

ST JAMES'S CHURCH HAMPTON HILL

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS/TRUSTEES OF THE
PAROCHIAL CHURCH COUNCIL OF
ST JAMES'S CHURCH, HAMPTON HILL,

I report to the members/trustees on my examination of the accounts of St James's Church, Hampton Hill for the year ended 31st December 2021.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

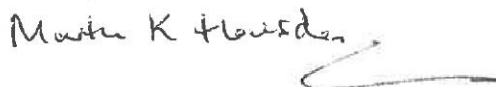
Independent examiner's statement

I have completed my examination and I can confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act; or
- the accounts did not accord with these accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of my independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Martin K Housden, AAT Licensed Accountant
13 Guildford Avenue
Feltham, Middlesex

April 2022

ST JAMES'S CHURCH HAMPTON HILL
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31st December 2021

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	2020
		£	£	£	£	£
Income and endowments						
Voluntary income	2(a)	107,211	10,545	-	117,756	111,013
Activities for generating funds	2(b)	1,291	188	-	1,479	2,551
Church activities	2(c)	43,241	250	-	43,491	32,219
Income from investments	2(d)	13,841	-	-	13,841	13,964
Other incoming resources	2(e)	300	-	-	300	2,104
Total income and endowments		165,884	10,983	-	176,867	161,851
Expenditure						
Cost of generating voluntary income	3(a)	114	-	-	114	249
Church activities	3(b)	169,433	10,730	-	180,163	196,834
Governance costs	3(c)	3,840	-	-	3,840	1,920
Total expenditure		173,387	10,730	-	184,117	199,003
Net income/(outgoing) resources		(7,503)	253	-	(7,250)	(37,152)
Transfers between funds	9	-	-	-	-	-
		(7,503)	253	-	(7,250)	(37,152)
Investment gains in year	7	61,532	-	-	61,532	14,595
Net movement in funds		54,029	253	-	54,282	(22,557)
Balances brought forward		793,403	1,020	1,797	796,220	818,777
Balance carried forward		847,432	1,273	1,797	850,502	£796,220

ST JAMES'S CHURCH HAMPTON HILL
BALANCE SHEET AS AT 31st DECEMBER 2021

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	2020
		£	£	£	£	£
Fixed assets						
Tangible fixed assets	6	300,070	-	-	300,070	306,000
Investments	7	486,928	-	-	486,928	425,396
		<u>786,998</u>	<u>-</u>	<u>-</u>	786,998	731,396
Current assets						
Debtors and prepayments	10	3,230	1,273	1,797	6,300	5,187
Investments		50,689			50,689	57,204
Cash		12,521			12,521	6,267
		<u>66,440</u>	<u>1,273</u>	<u>1,797</u>	69,510	68,658
Current liabilities	11	(6,006)			(6,006)	(3,834)
Net current assets		<u>60,434</u>	<u>1,273</u>	<u>1,797</u>	63,504	64,824
Net assets		<u>847,432</u>	<u>1,273</u>	<u>1,797</u>	850,502	796,220
Parish Funds		<u>847,432</u>	<u>1,273</u>	<u>1,797</u>	850,502	796,220

The notes on pages 11 to 18 form part of these financial statements.

Approved by the Parochial Church Council and signed on its behalf



Rev Derek Winterburn
(Chair)

Dawn Miller
(Treasurer)

April 2022

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

1 ACCOUNTING POLICIES

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Charities SORP (FRS102)' effective 1 January 2015, and applicable to this parish from 1 January 2016, the Church Accounting Regulations 2006, and the Charities Act 2011.

The financial statements have been prepared under the historic cost convention except for the valuation of investments in CBF funds which are shown at mid-market value.

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 main affiliation to another body nor do they include groups that are informal gatherings of church members.

The PCC have formed a judgement, at the time of approving the financial statements, that there is a reasonable expectation that the Parochial Church Council has adequate resources to continue in operational existence for the foreseeable future. For this reason, the PCC continue to adopt the going concern basis in preparing the financial statements.

(b) Incoming Resources

Offerings and collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

Grants and legacies to the PCC are accounted for when the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Statutory Parochial fees are receivable on weddings, funerals and other events, and that part of the fees due to the PCC are included in these accounts. The PCC also collects and pays over fees due to the Diocese of London.

Rental income from the letting of church premises is recognised on an accrual's basis.

Dividends are accounted for when received. Interest entitlements are accounted for as they accrue or, where not material, upon receipt.

Funds raised at fête, garden party and similar events are accounted for gross. Sales of books and magazines are accounted for gross.

(c) Resources used

Activities directly relating to the church are expensed as incurred.

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

The Diocesan Common Fund Obligation is accounted for when payable.

Items such as books and cards, purchased for resale, are written off when acquired.

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

(d) Fixed Assets

Consecrated property and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by S.10(2)(a) of the Charities Act 2011. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for their disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available, and therefore such assets are not valued in the financial statements. Items acquired since 1 January 2000 have been capitalised and depreciated in the financial statements over their currently anticipated useful life on a straight-line basis. All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

Equipment used within the Church premises is depreciated on a straight-line basis over its expected useful life. Individual items of equipment used within the church with a purchase price of less than £2,000 are written off when acquired.

Church Hall

Up to December 2015 no depreciation was provided for in relation to the Church Hall which was built in 1993 and had been deemed to have a remaining useful life exceeding 50 years. The hall is kept in a good state of repair. In 2016, the estimated remaining life of the Church Hall had been assessed as 50 years and depreciation commenced accordingly.

Investments

Investments are valued at mid-market value at 31st December 2021.

Current Assets

Amounts owing to the PCC at 31 December 2021 in respect of fees, rents or other income are shown as debtors less provisions for amounts that may prove uncollectable.

Current asset investments include cash held on deposit with the Central Board of Finance of the Church of England or at a bank or a building society.

Funds

Endowment funds, where the capital must be retained (note 9)

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in note 9

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

2. INCOMING RESOURCES

	Unrestricted Fund	Restricted Fund	Endowment Fund	Total 2021	2020
	£	£	£	£	£
<u>2(a) Voluntary income</u>					
Planned Giving	80,066	-	-	80,066	81,995
Tax recoverable	19,487	-	-	19,487	20,049
Collections	2,071	1,733	-	3,804	4,627
Donations and appeals	4,587	8,812	-	13,399	4,342
Legacies	1,000	-	-	1,000	-
	<u>107,211</u>	<u>10,545</u>	<u>-</u>	<u>117,756</u>	<u>111,013</u>
<u>2(b) Activities for generating funds</u>					
Fund raising events	1,291	188	-	1,479	2,551
	<u>1,291</u>	<u>188</u>	<u>-</u>	<u>1,479</u>	<u>2,551</u>
<u>2(c) Church activities</u>					
Fees	6,752	-	-	6,752	3,587
Grants received	6,490	250	-	6,740	12,468
Hall lettings	29,999	-	-	29,999	16,164
	<u>43,241</u>	<u>250</u>	<u>-</u>	<u>43,491</u>	<u>32,219</u>
<u>2(d) Income from investments</u>					
Interest on deposits	28	-	-	28	263
Dividends	13,813	-	-	13,813	13,701
	<u>13,841</u>	<u>-</u>	<u>-</u>	<u>13,841</u>	<u>13,964</u>
<u>2(e) Other incoming resources</u>					
Other income	300	-	-	300	2,104
	<u>300</u>	<u>-</u>	<u>-</u>	<u>300</u>	<u>2,104</u>
TOTAL INCOME	<u>165,884</u>	<u>10,983</u>	<u>-</u>	<u>176,867</u>	<u>161,851</u>

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

3 RESOURCES EXPENDED

	Unrestricted	Restricted	Endowment	Total 2021	2020
	£	£	£	£	£
3(a) <u>Cost of generating voluntary income</u>					
Cost of activities	114	-	-	114	249
	114	-	-	114	249
3(b) <u>Church activities</u>					
Charitable Grants					
Church Overseas	168	2,432	-	2,600	808
Relief & development agencies	-	-	-	-	-
Home missions	1,615	1,223	-	2,838	4,086
Secular Charities	-	-	-	-	-
Special collections & appeals	131	7,075	-	7,206	2,000
	1,914	10,730	-	12,644	6,894
Diocesan and other Quota	89,460	-	-	89,460	101,500
Other ministry costs	680	-	-	680	574
Upkeep of Services	839	-	-	839	885
Church running expenses	9,736	-	-	9,736	7,999
Building & restoration projects	-	-	-	-	4,200
Depreciation of church equipment	38	-	-	38	5,533
Fixtures, fittings & equipment	-	-	-	-	110
Education & Sun. School	128	-	-	128	557
Magazine and bookstall	3,925	-	-	3,925	2,975
Music and Choir	110	-	-	110	107
Church/churchyard maintenance	3,383	-	-	3,383	2,186
Vicarage maintenance	611	-	-	611	460
Church Hall running costs	23,371	-	-	23,371	17,963
Hall income bad debts	-	-	-	-	1,050
Salaries, pensions, NI	28,661	-	-	28,661	36,086
Administration costs	4,860	-	-	4,860	4,509
Website maintenance	313	-	-	313	390
Social events	67	-	-	67	-
Miscellaneous expenses	1,337	-	-	1,337	2,855
	169,433	10,730	-	180,163	196,834
3(c) <u>Governance costs</u>					
Accountancy/examination	1,920	-	-	1,920	1,920
Other professional fees	1,920	-	-	1,920	0
	3,840	-	-	3,840	1,920
TOTAL EXPENDITURE	173,387	10,730	-	184,117	199,003

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

4 STAFF COSTS

	2021 £	2020 £
Wages, salaries, and other staff costs are made up as follows:		
Parish Administrator (PCC member)	22,164	22,164
Organist & deputies	6,016	6,016
Pension contributions (PCC member)	481	493
Children & Families' Worker	-	7,413
	<u>£28,661</u>	<u>£36,086</u>

Clergy are not included in the staff costs shown above as they are office holders not employed by the PCC.

5 PAYMENTS TO PCC MEMBERS

Four trustees received expenses to the value, in total, of £2,732 (2020: £2,039) in respect of church repairs, travel and other costs incurred on behalf of the PCC.

6 TANGIBLE FIXED ASSETS

Freehold buildings and Equipment

		Freehold Land and Buildings £	Church Equipment £	Total £
Actual Cost	At 1 st Jan 2021	340,000	49,486	389,486
	Additions	-	908	908
	Disposals	-	-	-
	At 31 st Dec 2021	<u>340,000</u>	<u>50,394</u>	<u>390,394</u>
Depreciation	At 1 st Jan 2021	34,000	49,486	83,486
	Charge for the year	6,800	38	6,838
	Released on disposal	-	-	-
	At 31 st Dec 2021	<u>34,000</u>	<u>49,524</u>	<u>90,324</u>
Net Book Value	At 1 st Jan 2021	<u>306,000</u>	<u>0</u>	<u>£306,000</u>
	At 31 st Dec 2021	<u>299,200</u>	<u>870</u>	<u>£300,070</u>

Up to December 2015 no depreciation was provided for in relation to the Church Hall as it had been deemed to have a remaining useful life exceeding 50 years. In 2016, the estimated remaining life had been assessed as 50 years and depreciation commenced accordingly over that period.

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

7 INVESTMENTS

	2021 £	2020 £
Gross book value at 1 st January 2021	425,396	430,802
Purchases during the year	-	-
Realised gains (losses) during the year on original cost	-	5,020
Unrealised gains (losses) adjusted for sales in the year	61,532	9,574
Sales during the year (proceeds)	-	(20,000)
Gross book value at 31 st December 2021	£486,928	£425,396

At 31st December 2021, the PCC held 95,529.77 shares in CBF Investment Funds (2020: 95,529.77 shares).

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	786,998	-	-	786,998
Current Assets	66,440	1,273	1,797	69,510
Current Liabilities	(6,006)	-	-	(6,006)
Fund Balance	847,432	1,273	1,797	£796,220

9 FUNDS

Unrestricted funds: Reflects accumulated unspent net income: these funds are held for prudence in proving a buffer to meet unusual or exception needs.

	Opening balance £	Income £	Expenditure £	Transfers, unrealised gains £	Closing balance £
Unrestricted bequests	247,886	-	-	-	247,886
Building investment	148,959	-	-	16,869	165,828
Building reserve	19,118	-	-	-	19,118
Property	306,000	-	-	(6,800)	299,200
General unrestricted	71,440	165,884	(173,387)	51,463	115,400
	793,403	165,884	(173,387)	61,532	847,432

A transfer of £NIL (2020, £29,479) has been made between the unrestricted bequests fund and the general unrestricted fund. This represents payments made that the PCC have deemed should be taken from the legacy received from Revd Betty Stewart. A breakdown is shown over the page as to how the money was spent:

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

9 FUNDS (continued)

Account showing balance remaining on the legacy from Revd Betty Stewart

	2021	2020
	£	£
Legacy balance brought forward at 1 st January 2021	247,866	277,365
Part contribution of the salary of the administrator	-	(9,000)
Salary and expenses of the youth worker	-	(7,413)
Re-ordering consultancy	-	(4,200)
Prior year expenses brought into account	-	(8,866)
Legacy balance carried forward at 31 st December 2021	£247,886	£247,886

The expenses shown above are included within the expenses shown in note 3 and the grants received as shown in note 2.

Restricted funds: Are funds which have been given to the PCC for a specific purpose and which are held pending disbursement in accordance with the mandate for which they were given.

	Opening balance	Income	Expenditure	Transfers, unrealised gains	Closing balance
	£	£	£	£	£
Farmers grave accumulated income	788	-	-	-	788
Restricted bequests	69	-	-	-	69
Fund raising events	0	188	(188)	-	0
Special collections	162	1,733	(1,845)	-	50
Donations and appeals	0	8,812	(8,447)	-	365
Grants	0	250	(250)	-	0
	1,020	10,983	(10,730)	-	1,273

Endowment funds: This is a permanent endowment that requires income to be spent on the maintenance of the Farmers Family Grave in the Churchyard.

	Opening balance	Income	Expenditure	Transfers, unrealised gains	Closing balance
	£	£	£	£	£
Farmers bequest	1,797	-	-	-	1,797

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

10 DEBTORS

	2021	2020
	£	£
Income Tax Recoverable	5,347	4,655
Debtors (hall hire)	953	532
Other debtors	0	0
	<u>£6,300</u>	<u>£5,187</u>

11 CREDITORS

All amounts are due within one year.

	2021	2020
	£	£
Creditors for goods and services	3,264	1,035
Incumbents' fees payable to the Diocese	322	479
Fees received in advance	500	400
Accruals and deferred income	<u>1,920</u>	<u>1,920</u>
	<u>£6,006</u>	<u>£3,834</u>

12 FEES COLLECTED FOR THE DIOCESAN BOARD OF FINANCE

Statutory Parochial Fees are receivable on weddings, funerals and other events, and the parts of the fees due to the PCC are included in these accounts. The PCC also collects the part of the fees due to the Diocesan Board of Finance and pays these to the London Diocesan Fund. In 2021, the amount collected on behalf of the DBF was £2,886 (2020: £3,869).

13 RELATED PARTY TRANSACTIONS

There were no transactions with any trustee in their capacity as trustee other than the salary payments disclosed in note 4. Reimbursements for normal out of pocket expenses incurred in the performance of various duties as Vicar, or as members of the PCC committee, are set out on note 5.