

# **St James's Church, Hampton Hill**

## **ANNUAL REPORT and Financial Statements of the Parochial Church Council**

(Registered charity no: 1129286)

For the year ended 31<sup>st</sup> December 2023

## 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 2023 until the date of this report are:

*Incumbent:* Rev Derek Winterburn

*Associate Priest:* Rev Jacky Cammidge

*Churchwardens:* Nick Bagge  
Susan Horner

*Representatives on the Deanery Synod  
(ex-officio members  
of PCC):* Moya Meredith-Smith  
Lesley Mortimer

*Elected members:* Lou Coaker  
Ros Daly (until May 2023)  
Paul Fitchett (until May 2023)  
Annalea Gratton  
Jon Holloway  
Susan Horner  
Rita Malyon (until May 2023)  
Graham McHutchon  
Patricia Newton  
Sarah Richardson  
Laurence Sewell  
Dennis Wilmot

*Co-opted members:* Dawn Miller (from May 2023)  
Ros Daly (from May 2023)  
Paul Fitchett (from May 2023)

*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 six 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	8	8	100
Jacky Cammidge	3	8	37.5
Linda Cargill	4	5	80
Christopher Carson	4	5	80
Lou Coaker	3	3	100
Ros Daly	6	8	75
Paul Fitchett	4	8	50
Annalea Gratton	6	8	75
Jon Holloway	4	8	50
Susan Horner	8	8	100
Rita Malyon	0	3	0
Graham McHutchon	6	8	75
Moya Meredith Smith	3	8	37.5
Dawn Miller	6	8	75
Lesley Mortimer	8	8	100
Patricia Newton	6	8	75
Sarah Richardson	3	8	37.5
Laurence Sewell	6	8	75
David Wile	7	8	87.5
Dennis Wilmot	6	8	75
Derek Winterburn	7	7	100

Average number at meetings: 13; Average Attendance: 70%.

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

### Bankers:

Santander UK, 2 Triton Square, Regents Place, London, NW1 3AN, and CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ.

### 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 **Eco Church Team** organises our 'creation care'.

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

The **Ministry Team** plans and prepares services, clergy rota, music/choir.

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 Green Tree 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 offered

8.00 Holy Communion (said)

9.30 Holy Communion, with organ and once a month choir

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

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

The church also marks the Church Festivals, such as Advent, Christmas, Lent, and Easter, as well as celebrating the Patronal Festival for 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*, three 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 oversees 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 3.30 services are important in helping new people feel welcome and enabling members to talk to one another. Other social occasions during the year included St James's Day, Harvest Lunch, a quiz night, and mince pies and mulled wine after the Carol Service.



### **Eco church**

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. 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.

### **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. 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 eight times during the year, with an average level of attendance of 70%. Committees met between meetings and reports of their deliberations were received by the PCC and discussed when necessary.

### **Membership**

There were 108 names on the Electoral Roll in May 2023. Of these 69 were residents in the parish and 39 were non-residents.

### **Properties**

This year most of the refurbishment was carried out: redecoration, floor resealing, new pews, a new servery, and internal room (the Stewart Room), redesign of the baptistry and S porch. The lighting (and video provision) was significantly improved. The clock needed a series of repairs.

The Quinquennial Inspection was carried out by Jodie Edwards. (It had been due in 2022 but was delayed because of the refurbishments). The most pressing works concern the roof / ceiling and pointing.

### **Public Worship**

Sunday worship has been provided throughout the year. The 'family orientated service, which began in May 2017, attracts a small but regular group of families (it now meets at 3.30). The 8.00 and 9.30 services have continued. Our Choir Director and Organist maintained music as an important part of our 9.30 services.

Choir numbers have remained high, and in addition to their involvement in the 9.30 service once a month, they have led a Choral Evensong for Advent and supported Compline in Advent and Lent.

## ST JAMES'S CHURCH HAMPTON HILL

Messy Church ran for a continuous period of 12 months – for the first time! There is an overlap in attendance with the Together 3.30 services, but some families only come to Messy Church. The service is supported by many volunteers.

Overall, Sunday attendance has slowly risen to numbers comparable to before lockdown. However, the number of baptisms, weddings or funerals has not returned to the same level. Morning prayer has been said daily (Mon, Tues, Thurs, and Fri) and Holy Communion celebrated on Wednesday throughout the year.

A Thanksgiving Service for the completion of the Refurbishment was held on 15 January. Unfortunately, the Archdeacon who was to preach was unwell. He was able to return for the St James's Day celebration in July.

The clergy team continues to be strong: Rev Derek Winterburn, Rev Jacky Cammidge, Rev Canon Julian Reindorp and Rev Canon Tim Marwood. From October Joy Beauchamp has joined us as an ordinand on placement.

### Local Links

Connections with the schools are as strong as ever, with carol services (Hampton Hill Juniors, LEH Juniors, LEH seniors and Hampton Hill Nursery) and 'educational' visits. A team provided an Easter Experience and a Christmas Experience for Carlisle Infants. The vicar takes assemblies regularly at Carlisle Infants, Hampton Hill Juniors and LEH Juniors.

A team take a service for the residents at Laurel Dene Residential Care Home.

### Teaching and nurture

On Wednesday evenings in Lent a group used the movie 'The Man Who Knew Infinity' to explore Biblical and contemporary issues. In the summer an Alpha course was run. In the autumn a group explored the book of Revelation. From the summer we offered another group in the afternoons 'Hard Questions and our Faith' looking at topical issues.

Time to Pray has read through the Colossians, Philemon, Ephesians, some Psalms, 1 Peter, and Jude.

### Pastoral Care

The *Care and Contact* group continued to meet and watch over the congregation. Home Communion is able to be provided for those who cannot come to church.

### Children and Young People

Our Ministerial Experience Scheme intern, Ashley Wakefield, completed her placement in July. She enabled the Ark to restart, and when she left the team continued this valued provision for young families. However, the team is thinly stretched.

Cubs and Scouts attend for Mothering Sunday, Harvest, Remembrance and Christingle.

### Socials

Social activities have resumed this year with key moments being St James's Day, the Harvest Lunch, a quiz evening.

### Connections Café,

This is an activity-based group for people available in the midweek daytime; it ran weekly through the year, with those attending a mix of church and non-church members. A monthly free, drop-in Hearing Aid clinic has been part of this.

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

## ST JAMES'S CHURCH HAMPTON HILL

Country walks and pub lunches were arranged throughout the year and attracted a dozen or so walkers.

### **Eco-church**

As part of the Churches Count on Nature observation week, we held an open day in June, with a storyteller, and other informative elements.

A team of volunteers has improved the attractiveness of the churchyard and at the same time worked for its greater diversity. A number of flowering trees and roses has been planted by bereaved families in memory of their loved ones.

### **Outreach**

The St James's Festival Weekend included an open church Saturday, with an explicit invitation to come and see the refurbishment. There were tower and church tours and an organ recital.

**The Pop-Up Cinema** has run through the year, now concentrating on films children, they being the most popular.

### **Spire / You're Invited / Website**

Production has been constant through the year and issues were delivered free to 450 homes and were 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 2023 the PCC gave the team £1,500 for Welcare and Bishop Wand School to kickstart its fundraising. The Lent Appeal raised £2,440 for two separate causes: half to St Luke's Hospital, Milo, Tanzania, and half to the Diocese of London's campaign to support people suffering from trauma. Our open day and St James's Day celebrations in July raised £1457 towards the church and St Luke's Hospital, Milo, Tanzania. Our harvest appeal raised £1300 for The Upper Room, as well as several van loads of food and other goods. £205 (2022, £740) was also given to the London Churches Refugee Fund. The total collected (excluding Christian Aid and The Children's Society) was £7,437 (down from £8,336 in 2022).

**Churches Together Around Hampton:** the clergy continue to meet regularly. There was a 'Songs of Praise' held in January at All Saints Church. The usual Remembrance Sunday services were held at the war memorials in Hampton, and Hampton Hill.

## **Financial Review**

The financial outcome of the year was a deficit of £33,424 (2022 – deficit £148,997). This deficit was reduced by a further £22,933 made up of realised gains of £4,449 on sales of investments and unrealised profits of £18,484 on the market value of those investments still held at the year end. In 2022, there had been a realised gain on sales of investments of £34,150 and an unrealised loss of £82,774, being an unrealised loss on investment value from 2021 to 2022.

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 £99,673 (2022 - £96,811) that included £19,866 (2022 - £18,433) of tax reclaimable. Donations and appeals raised £27,369 (2022 - £19,031). The Hall generated a gross income of £50,235 in the year (2022 - £39,041)



## ST JAMES'S CHURCH HAMPTON HILL

Hall expenses were £26,076 (2022 - £27,790). 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 £4,738 to produce (2022 £4,469).

Total expenditure was £241,211 (2022 - £365,400). This included £32,213 shown as 'Major building & restoration projects' which were the reordering of the church: the installation of a meeting room (The Stewart Room), a servery, replacing the fixed pews with movable benches and chairs, storage in the baptistry and south porch, and painting and decorating. We separately raised £14,500 towards the new church seating from an appeal.

Total income was £207,787 (2022 - £216,403). This includes investment income of £8,011 (2022 - £12,526). The reduction was primarily caused by the sale of certain investments.

The net value of the PCC at the end of the year was £642,390 (2022: £652,881).

### Reserves Policy

**New reserves policy (agreed November 2023) which states:**

"It is the policy of St James's PCC to hold in reserves the equivalent of six months general running costs including salaries (which equates to approximately £ 90,000 - based on 2023 figures) and a building reserve of £ 25,000 for likely building works arising from quinquennial inspections. These monies will be held in our investment account with CCLA. This policy will be reviewed annually."

### Key Plans for Future Period

Continue to offer The Ark and Connection as weekly events.

Continue with Messy Church, and collaborate with Simon Shutt with intergenerational worship

Introduce our own Communion Musical Setting at 9.30

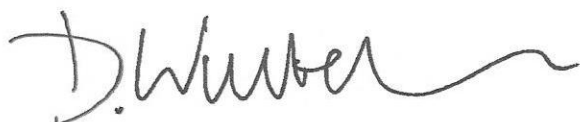
See through the QI roof repairs to N side and other QI recommendations

Resolve the best way forward with the church heating, considering the Net Zero Carbon requirements

To break even at the end of the year, with an increased income

Develop new ways of using the church building.

On behalf of the Parochial Church Council:



Derek Winterburn  
(Chair)

Dawn Miller  
(Treasurer)



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 2023.

**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

May 2024

ST JAMES'S CHURCH HAMPTON HILL  
STATEMENT OF FINANCIAL ACTIVITIES  
For the year ended 31<sup>st</sup> December 2023

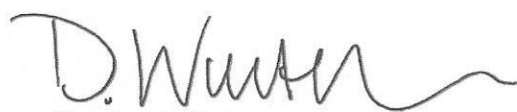
	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	2022
		£	£	£	£	£
<b>Income and endowments</b>						
Voluntary income	2(a)	128,544	5,290	-	<b>133,834</b>	124,622
Activities for generating funds	2(b)	2,932	2,374	-	<b>5,306</b>	3,946
Church activities	2(c)	59,869	250	-	<b>60,119</b>	75,145
Income from investments	2(d)	7,975	36	-	<b>8,011</b>	12,526
Other incoming resources	2(e)	517	-	-	<b>517</b>	165
<b>Total income and endowments</b>		<b>199,837</b>	<b>7,950</b>	<b>-</b>	<b>207,787</b>	<b>216,403</b>
<b>Expenditure</b>						
Cost of generating voluntary income	3(a)	632	-	-	<b>632</b>	210
Church activities	3(b)	232,989	6,490	-	<b>238,479</b>	363,270
Governance costs	3(c)	2,100	-	-	<b>2,100</b>	1,920
<b>Total expenditure</b>		<b>234,721</b>	<b>6,490</b>	<b>-</b>	<b>241,211</b>	<b>365,400</b>
<b>Net income/(outgoing) resources</b>		<b>(34,884)</b>	<b>1,460</b>	<b>-</b>	<b>(33,424)</b>	<b>(148,997)</b>
<b>Transfers between funds</b>	9	-	-	-	0	0
		<b>(34,884)</b>	<b>1,460</b>	<b>-</b>	<b>(33,424)</b>	<b>(148,997)</b>
<b>Investment gains/(losses) in the year</b>	7	22,933	-	-	<b>22,933</b>	(48,624)
<b>Net movement in funds</b>		<b>(11,951)</b>	<b>1,460</b>	<b>-</b>	<b>(10,491)</b>	<b>(197,621)</b>
Balances brought forward		649,775	3,106	-	<b>652,881</b>	850,502
<b>Balance carried forward</b>		<b>637,824</b>	<b>4,566</b>	<b>-</b>	<b>642,390</b>	<b>£652,881</b>

ST JAMES'S CHURCH HAMPTON HILL  
BALANCE SHEET AS AT 31<sup>st</sup> DECEMBER 2023

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	2022
		£	£	£	£	£
<b>Fixed assets</b>						
Tangible fixed assets	6	331,062	-	-	<b>331,062</b>	353,965
Investments	7	247,260	-	-	<b>247,260</b>	267,148
		<u>578,322</u>	<u>-</u>	<u>-</u>	<b>578,322</b>	621,113
<b>Current assets</b>						
Debtors and prepayments	10	3,432	4,566	-	<b>7,998</b>	32,818
Investments		18,396	-	-	<b>18,396</b>	44,149
Cash		46,803	-	-	<b>46,803</b>	11,917
		<u>68,631</u>	<u>4,566</u>	<u>-</u>	<b>73,197</b>	88,884
<b>Current liabilities</b>	11	(9,129)	-	-	<b>(9,129)</b>	(57,116)
<b>Net current assets</b>		<u>64,068</u>	<u>4,566</u>	<u>-</u>	<b>64,068</b>	31,768
<b>Net assets</b>		<u>637,824</u>	<u>4,566</u>	<u>-</u>	<b>642,390</b>	652,881
<b>Parish Funds</b>		<u>637,824</u>	<u>4,566</u>	<u>-</u>	<b>642,390</b>	652,881

The notes on pages 12 to 19 form part of these financial statements.

Approved by the Parochial Church Council and signed on its :



Rev Derek Winterburn  
(Chair)

Dawn Miller  
(Treasurer)



May 2024



## 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, were 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 31<sup>st</sup> December 2023.

##### Current Assets

Amounts owing to the PCC at 31 December 2023 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

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	<b>Total 2023</b>	2022
	£	£	£	£	£
<u>2(a) Voluntary income</u>					
Planned Giving	79,807	-	-	<b>79,807</b>	78,378
Tax recoverable	19,866	-	-	<b>19,866</b>	18,433
Collections	6,793	-	-	<b>6,793</b>	3,779
Donations and appeals	22,079	5,290	-	<b>27,369</b>	19,031
Legacies	-	-	-	<b>0</b>	5,000
	<hr/> 128,544	<hr/> 5,290	<hr/> -	<hr/> <b>133,834</b>	<hr/> 124,622
<u>2(b) Activities for generating funds</u>					
Fund raising events	2,932	2,374	-	<b>5,306</b>	3,946
	<hr/> 2,932	<hr/> 2,374	<hr/> -	<hr/> <b>5,306</b>	<hr/> 3,946
<u>2(c) Church activities</u>					
Fees	2,466	-	-	<b>2,466</b>	7,872
Grants received	7,167	250	-	<b>7,417</b>	28,232
Hall lettings	50,236	-	-	<b>50,236</b>	39,041
	<hr/> 59,869	<hr/> 250	<hr/> -	<hr/> <b>60,119</b>	<hr/> 75,145
<u>2(d) Income from investments</u>					
Interest on deposits	690	36	-	<b>726</b>	937
Dividends	7,285	-	-	<b>7,285</b>	11,589
	<hr/> 7,975	<hr/> 36	<hr/> -	<hr/> <b>8,011</b>	<hr/> 12,526
<u>2(e) Other incoming resources</u>					
	517	-	-	<b>517</b>	165
	<hr/> 517	<hr/> -	<hr/> -	<hr/> <b>517</b>	<hr/> 165
	<hr/> 199,837	<hr/> 7,950	<hr/> -	<hr/> <b>207,787</b>	<hr/> 216,403

# ST JAMES'S CHURCH HAMPTON HILL

## Notes on Financial Statements

### 3 RESOURCES EXPENDED

	Unrestricted	Restricted	Endowment	Total 2023	2022
	£	£	£	£	£
<b>3(a) Cost of generating voluntary income</b>					
Cost of activities	632	-	-	<b>632</b>	210
	<b>632</b>	-	-	<b>632</b>	210
<b>3(b) Church activities</b>					
Charitable Grants					
Church Overseas	-	138	-	<b>138</b>	0
Relief & development agencies	-	-	-	<b>0</b>	0
Home missions	1,265	770	-	<b>2,035</b>	2,069
Secular Charities	-	-	-	<b>0</b>	0
Special collections & appeals	-	5,238	-	<b>5,238</b>	7,351
	1,265	6,146	-	<b>7,411</b>	9,420
Diocesan and other Quota	65,000	-	-	<b>65,000</b>	92,144
Other ministry costs	562	-	-	<b>562</b>	569
Upkeep of Services	930	-	-	<b>930</b>	1,072
Church running expenses	31,562	-	-	<b>31,562</b>	10,925
Major building & restoration projects	32,213	-	-	<b>32,213</b>	165,090
Depreciation of church equipment	16,102	-	-	<b>16,102</b>	2,876
Fixtures, fittings & equipment	0	-	-	<b>0</b>	0
Education & Sun. School	119	-	-	<b>119</b>	392
Magazine and bookstall	4,738	-	-	<b>4,738</b>	4,469
Music and Choir	157	-	-	<b>157</b>	120
Church/churchyard maintenance	10,389	-	-	<b>10,389</b>	6,868
Vicarage maintenance	515	-	-	<b>515</b>	498
Church Hall running costs	26,076	-	-	<b>26,076</b>	27,790
Salaries, pensions, NI	34,279	-	-	<b>34,279</b>	32,438
Administration costs	5,757	-	-	<b>5,757</b>	5,907
Website maintenance	313	-	-	<b>313</b>	295
Social events	360	344	-	<b>705</b>	948
Miscellaneous expenses	1,652	-	-	<b>1,652</b>	1,449
	<b>231,989</b>	<b>6,490</b>	-	<b>238,479</b>	<b>363,270</b>
<b>3(c) Governance costs</b>					
Accountancy/examination	2,100	-	-	<b>2,100</b>	1,920
Other professional fees	-	-	-	<b>0</b>	0
	<b>2,100</b>	-	-	<b>2,100</b>	1,920
<b>TOTAL EXPENDITURE</b>	<b>234,721</b>	<b>6,490</b>	-	<b>241,211</b>	<b>365,400</b>



# ST JAMES'S CHURCH HAMPTON HILL

## Notes on Financial Statements

### 4 STAFF COSTS

	2023 £	2022 £
Wages, salaries, and other staff costs are made up as follows:		
Parish Administrator (PCC member)	24,204	22,836
Organist & deputies	7,193	6,396
Pension contributions (PCC member)	544	498
Children & Families' Worker (& expenses)	2,338	2,708
	<u>£34,279</u>	<u>£32,438</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

Seven trustees (2022: Five) received expenses to the value, in total, of £8,941 (2022: £5,509) 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 <sup>st</sup> Jan 2023	340,000	113,964	453,964
	Additions	-	-	-
	Disposals	-	-	-
	At 31 <sup>st</sup> Dec 2023	<u>340,000</u>	<u>113,964</u>	<u>453,964</u>
Depreciation	At 1 <sup>st</sup> Jan 2023	47,600	52,399	99,999
	Charge for the year	6,800	16,103	22,903
	Released on disposal	-	-	-
	At 31 <sup>st</sup> Dec 2023	<u>54,400</u>	<u>68,502</u>	<u>122,902</u>
Net Book Value	At 1 <sup>st</sup> Jan 2023	<u>292,400</u>	<u>61,565</u>	<u>353,965</u>
	At 31 <sup>st</sup> Dec 2023	<u>285,600</u>	<u>45,462</u>	<u>331,062</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

	2023	2022
	£	£
Gross book value at 1 <sup>st</sup> January 2023	267,148	486,928
Purchases during the year	-	-
Realised gains during the year on original cost	4,449	34,150
Unrealised gains (losses) adjusted for sales in the year	18,484	(82,774)
Sales during the year (proceeds)	(42,822)	(171,156)
Gross book value at 31 <sup>st</sup> December 2023	£247,260	£267,148

At 31<sup>st</sup> December 2023, the PCC held 10,938.14 shares in CBF Investment Funds (2022: 12,939.53 shares).

### 8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total
	£	£	£	£
Fixed Assets	578,322	-	-	578,322
Current Assets	68,631	4,566	-	73,197
Current Liabilities	(9,129)	-	-	(9,129)
Fund Balance	637,824	4,566	0	£642,390

### 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, net gains	Closing balance
	£	£	£	£	£
Unrestricted bequests	46,684	-	-	(46,684)	0
Building investment	150,142	-	-	8,298	158,440
Building reserve	19,118	-	-	-	19,118
Property	292,400	-	-	(6,800)	285,600
General unrestricted	141,431	199,837	(234,711)	68,119	174,666
	649,775	199,837	(234,711)	22,933	637,824

A transfer of £46,684 (2022, £201,202) has been made between the unrestricted bequests fund and the general unrestricted fund.

# ST JAMES'S CHURCH HAMPTON HILL

## Notes on Financial Statements

### 9 FUNDS (continued)

Following the church refurbishment in 2022-23 all our investment funds designated by the PCC as legacy (predominantly the 'Stewart legacy') were utilised, so that the finance committee at St James's agreed that we would no longer track this type of expenditure, as had been done over a number of years since receipt of the large 'Stewart legacy'. Our remaining investments with CCLA are not deemed to be legacy money (although confusingly one account is designated 'legacy account #2' but are the principal and gains etc., over the years from other investments the church has made.

	2023 £	2022 £
Legacy balance brought forward at 1 <sup>st</sup> January 2023	46,684	247,886
Re-ordering building works and consultancy fees	-	(131,987)
Cost of new pews and upholstered chairs	-	(58,800)
Stackable chairs and trolley	-	(4,908)
Lighting for church	-	(2,663)
Equipment for servery	-	(144)
Salary and expenses of the youth worker	-	(2,700)
Transfer to general unrestricted fund	(46,684)	-
	<u>£0</u>	<u>£46,684</u>

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	2,595	36	-	-	2,631
Restricted bequests	69	-	-	-	69
Fund raising events	0	2,374	(2,169)	-	205
Special collections	50	-	-	-	50
Donations and appeals	392	5,290	(4,071)	-	1,611
Grants	0	250	(250)	-	0
	<u>3,106</u>	<u>7,950</u>	<u>(6,490)</u>	<u>-</u>	<u>4,566</u>

# ST JAMES'S CHURCH HAMPTON HILL

## Notes on Financial Statements

### 10 DEBTORS

	2023	2022
	£	£
Income Tax Recoverable	6,234	5,395
Debtors (hall hire)	1,764	611
Listed Places of Worship Grant claims	0	26,261
Other debtors	0	551
	<u>£7,998</u>	<u>£32,818</u>

### 11 CREDITORS

All amounts are due within one year.

	2023	2022
	£	£
Creditors for goods and services	6,421	49,649
Incumbents' fees payable to the Diocese	588	817
Fees received in advance	200	500
Accruals and deferred income	1,920	6,150
	<u>£9,129</u>	<u>£57,116</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 2023, the amount collected on behalf of the DBF was £2,079 (2022: £2,935).

### 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.