

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 2024

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, St James's Road, Hampton Hill TW12 1DQ

PCC members who have served from 1 January 2024 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 (until May 2023)
Linda Cargill
Christopher Carson (appointed from Jan 2024)
Ros Daly (re-elected from May 2024)
Paul Fitchett (until May 2024)
Annalea Gratton
Jon Holloway
Susan Horner
Graham McHutchon (until June 2024)
Dawn Miller (re-elected from May 2024)
Patricia Newton
Sarah Richardson
Sarah Selvanathan (appointed from May 2024)
David Wile

Co-opted members: Laurence Sewell (re-elected from May 2024)
Dennis Wilmot (re-elected from May 2024)

PCC Secretary: Nick Bagge

Reference and Administrative information

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	5	8	62.5
Jacky Cammidge	5	8	62.5
Linda Cargill	7	8	87.5
Christopher Carson	5	8	62.5
Ros Daly	6	8	75
Paul Fitchett	3	8	37.5
Annalea Gratton	6	8	75
Jon Holloway	6	8	75
Susan Horner	7	8	87.5
Graham McHutchon	6	8	100
Moya Meredith Smith	4	8	50
Dawn Miller	5	8	62.5
Lesley Mortimer	7	8	87.5
Patricia Newton	8	8	100
Sarah Richardson	1	8	12.5
Sarah Selvanathan	1	8	12.5
Laurence Sewell	8	8	100
David Wile	6	8	75
Dennis Wilmot	8	8	100
Derek Winterburn	8	8	100

Average number at meetings: 14; Average Attendance: 86.25%.

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

Bankers:

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

Independent Examiner:

Andrea Kibble FCCA, A K Accounting Solutions Limited, Ferneberga House, Alexandra Road, Farnborough, GU14 6DQ

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 **Friends Team** co-ordinates the operation of the supporters' network and organises fund-raising events.

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

Numerous other teams work to deliver the church's mission and ministry: the Care and Contact Team, the Eco Church Team, the Ark Play Group Team, the Messy Church Team, the Ministry Team, the Socials and Events Planning Team, the Sunday Kitchen Team, the Spire Team, the Connections Café Team, the Church Cleaning Team, the Flowers Team, the Gardening Club, the Bellringing Team as well as those who welcome on Sundays, read and lead intercessions or serve.

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

Morning prayer is said daily (Tues, 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.

Objectives and Activities - continued

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*.

St James's runs a weekly playgroup in the church for pre-school children and those who care for them. It is free flow: children can move from one activity or game to another as they choose. Refreshments are provided for children and adults. There is a small charge that covers the costs of the group.

On Tuesday morning the church is open for the Connections Café – a drop in and chat opportunity for anyone who would value good company.

A team of visitors takes a monthly 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. Visitors are available to take communion to those who are housebound.

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 provide a peaceful and beautiful area for the local community, and sensitive to the needs of a diverse wildlife. St James's 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.com*.

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. A fuller 'What's On' is also delivered that contains the programme for many months ahead, and details of all the other events / organisations that use the building.

Objectives and Activities - continued

Charities Support

St James's has a strong tradition of supporting other agencies in relieving need and Christian mission. We have a link parish in Mozambique, through the Diocesan partnership (ALMA). There is an annual programme of fundraising projects, e.g. Lent Appeal, Christian Aid Week and Harvest Appeal.

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 86.25%. Committees met between meetings and reports of their deliberations were received by the PCC and discussed when necessary.

Membership

There were 105 names on the Electoral Roll in May 2024. Of these 62 were residents in the parish and 43 were non-residents.

Properties

The main concern in this past year was to find a solution to the heating problem. The boiler had been condemned and removed in 2023. Through the cold weather 2023/2024 a temporary boiler was rented to provide hot water to the church heating system. Following advice, the PCC obtained quotations for IR Panel solutions. However, the Diocesan Advisory Committee did not accept the PCC's proposal and required further investigation. However, in September an interim solution was offered – a small boiler with some extra heaters, until a long-term solution was secured.

There was work arising out of the quinquennial survey: some pointing and repairs to the North aisle roof. The roof work involved replacing all the copper sheeting and improving the weather seal. However, under the copper, the boards were found to be rotten and extra carpentry work was required.

Public Worship

Sunday worship has been provided throughout the year. Together, the 'family orientated' service, which began in May 2017, attracts a small but regular group of families. 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, it has supported Compline in Advent and Lent. The Carol Service is a major feature of the year and attendance this year was significantly higher than in recent years.

During the year a new musical setting of the Communion Service was introduced: The Hampton Hill Service. It had been written by Martin Hinckley specifically for St James's.

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.

Achievements and Performance - continued

Since the summer one of the afternoon services each month has been taken by Simon Shutt, from the FACT charity.

Morning prayer has been said daily (Tues, Thurs, and Fri) and Holy Communion celebrated on Wednesday throughout the year. In the latter part of the year, Rev Antony Ball was unable to support our daily services through ill health; this has meant that it has not proved possible to hold Morning Prayer on Mondays.

The Rt Rev Dr Emma Ineson, the Bishop of Kensington, preached at the St James's Day service. The clergy team continued to be strong: Rev Derek Winterburn, Rev Jacky Cammidge, Rev Canon Julian Reindorp and Rev Canon Tim Marwood. Lesley Mortimer also preaches. Joy Beauchamp has continued to be with us as an ordinand on placement.

Local Links

Connections with the schools were good with carol services (Hampton Hill Juniors, LEH Juniors, and Hampton Hill Nursery) and 'educational' visits. A team provided an Easter Experience for Carlisle Infants. The vicar took assemblies regularly at Carlisle Infants, Hampton Hill Juniors and LEH Juniors.

A team took services for the residents at Laurel Dene Residential Care Home. A hymnbook with the most suitable songs was compiled to be used on the visits.

Teaching and nurture

On Wednesday evenings in Lent the evening group used the movie 'Casablanca' to explore Biblical and contemporary issues. The daytime group used material provided by the Diocesan Way of Life Team, about listening. Through the summer and autumn, the afternoon group studied the 'Letter to the Romans', and the afternoon group explored 'Hard Questions'.

Time to Pray has read through some of John's Gospel, 2 Peter, Ecclesiastes and 1 Corinthians, as well as some Sunday lectionary readings.

In the summer a quiet day in Hampton was organised to explore the *Way of Life* materials.

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

The Ark playgroup was held weekly in term time through the year. It has been extremely well attended by children, parents, grandparents and childminders. The benches are moved in the nave to create more space, and the group provides a wide range of activities for the families who visit.

Cubs and Scouts attended for Mothering Sunday, Harvest, Remembrance and Christingle. Thought is being given to how attendance can be increased.

The vicar attended a course to encourage youth work. He is talking to parents about provision for young people.

Achievements and Performance - continued

Socials

Key events beyond Sunday refreshments this year: Shrove Tuesday, St James's Day, the Harvest Lunch, and an autumn 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. On some occasions this year staff from RUILS / Healthwatch Richmond were available.

The fortnightly free, drop-in Hearing Aid clinic now meets at a separate time.

The social group aimed at men, **The Good Guys**, met monthly for a meal in local restaurants. Country walks and pub lunches were arranged throughout the year and attracted a dozen or so walkers.

Eco church

Derek Winterburn ran a Carbon Literacy Course in Hounslow, during Lent.

As part of the Churches Count on Nature observation week, we held the annual open day in June.

A team of volunteers continues to improve the attractiveness of the churchyard and at the same time worked for its greater diversity. Several roses have been planted by bereaved families in memory of their loved ones.

The Eco Church criteria were being revised in 2024. When published they will guide work in 2025.

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

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

Spire / You're Invited / Website

Production has been constant through the year. Issues are circulated by email and there is a print run of 450 each month. These were delivered free to 280 homes and were available from many High Street shops and the church. 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 booklets, called You're Invited, to homes in the parish. At Christmas, cards were delivered to homes and offered to all the visitors to the schools carol services.

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

St James's Day marked the 25th anniversary of the church website. Prill Hinckley was thanked for all the work she had done as webmaster.

Achievements and Performance - continued

Charities Support Team

In 2024 the PCC gave the team £1,500 for Welcare and Bishop Wand School. The Lent Appeal raised £3,600 for two separate causes: half to St Luke's Hospital, Milo, Tanzania, and half to the Christian Aid Middle East Appeal. Our harvest appeal raised £1,200 for The Upper Room, as well as gifts of food and other goods. £500 was also given to the London Churches Refugee Fund. Christian Aid Week, both within the church and direct fundraising, raised £3,000 an increase on £2,338 in 2023, whilst The Children's Society raised £1,144, 10% up on 2023. £840 came from signing up for direct debits.

The Friends of St James

Appreciating the need for fundraising the PCC relaunched the *Friends of St James* for community members to be informed about the life of St James, and as a network for fundraising events, under the direction of Christopher Carson. The Friends' first event was a wine-tasting in September. The Ceilidh on St Andrew's Day was another spectacular success.

Churches Together Around Hampton:

The ministers continue to meet regularly. There was a 'Songs of Praise' held in January at St Frances de Sales Church.

The usual Remembrance Sunday services were held at the war memorials in Hampton, and Hampton Hill.

The World Day of Prayer was held at Hampton Methodist Church, Percy Road prepared by Palestinian Christians.

Financial Review

The financial outcome of the year was a deficit of £162,840 (2023 – deficit £33,424). This deficit was reduced by a further £5,730 made up of realised gains of £2,083 on sales of investments and unrealised profits of £3,647 on the market value of those investments still held at the year end.

The principal source of income is from donations from the congregation. The regular giving of our congregation (standing orders, numbered envelopes, and the Parish Giving Scheme) totalled £81,875 (2023 - £79,806). Total gift aid reclaimed during the year was £24,359 (2023 - £19,866). Donations and appeals raised £11,922 (2023 - £27,369). The Church Hall generated a gross income of £43,604 in the year (2023 - £50,236) and the Church hire £7,835 (2023 - £nil)

Grants received during the year were £40,227, of which £39,977 is VAT reclaims under the listed places of worship grant scheme.

Total income was £244,719 (2023 - £207,787). This includes investment income of £8,008 (2023 - £8,011).

The large deficit this year can be largely explained by the Major building & restoration projects carried out this year at a cost of £194,251 (2023: £32,213) The major works consisted of roof repairs on the North aisle, repointing works and further work on the church re-ordering. The costs of the new boiler and heating system has been treated as an asset and capitalised.

The cost of the Common Fund increased this year to £70,655 (2023: £65,000).

As reported above, the Charities Support Team were able to make charitable grants and donations of £12,104 this year (2023: £7,411)

Hall expenses were £28,410 (2023 - £26,076). Hall expenses include depreciation of the hall, amounting to £6,800 (this being a charge of 2% for the next 50 years). Additional hall costs this year included sanding and lacquering works for the hall floors.

The magazine cost £4,923 to produce (2023 £4,738).

Total expenditure was £407,559 (2023 - £241,211).

The above figures resulted in the net value of the PCC at the end of the year of £485,280 (2023: £642,390).

Reserves Policy

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 fund 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. The policy was agreed November 2023 and reviewed November 2024.

Key Plans for Future Period

To continue

- to deliver worship services that build people up and glorify God: Sunday worship, including all age / Messy Church service, and midweek.
- to offer midweek learning / growing opportunities through small groups and courses.
- to hold weekly Ark playgroup and Connections Cafe for community.

The development

- a full annual programme of Friends activity and enlarge the membership.
- conclude the repair / refurbishment of the church.
- resolve the best way forward with the church heating, considering the Net Zero Carbon requirements.
- break even at the end of the year, with an increased income, having run a stewardship campaign.

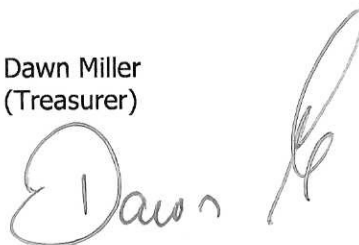
On behalf of the Parochial Church Council:



Derek Winterburn
(Chair)

3 April 2025

Dawn Miller
(Treasurer)



THE PAROCHIAL CHURCH COUNCIL OF 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 Member on my examination of the accounts of the Parochial Church Council of the Parish Church of St James's Church Hampton Hill (PCC) for the year ended 31 December 2024 set out on pages 13 to 24. This report on the accounts of the PCC for the year ended 31 December 2024 is in respect of an examination carried out under the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2011 (the 2011 Act).

Responsibilities and basis of report

As the members of the PCC, 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 PCC'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 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- 2) the accounts do not accord with those accounting records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of 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 an 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.



Andrea L Kibble FCCA
A K Accounting Solutions Limited
Chartered Certified Accountants
Ferneberga House
Alexandra Road
Farnborough
GU14 6DQ

3 April 2025

THE PAROCHIAL CHURCH COUNCIL OF ST JAMES'S CHURCH HAMPTON HILL

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31st December 2024

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2024	Total 2023
		£	£	£	£	£
Income and endowments						
Voluntary income	2(a)	116,614	6,082	-	122,696	133,834
Activities for generating funds	2(b)	14,034	4,488	-	18,522	5,306
Church activities	2(c)	94,738	250	-	94,988	60,119
Income from investments	2(d)	7,964	44	-	8,008	8,011
Other incoming resources	2(e)	505	-	-	505	517
Total income and endowments		233,855	10,864	-	244,719	207,787
Expenditure						
Cost of generating voluntary income	3(a)	4,672	482	-	5,154	1,337
Church activities	3(b)	388,765	10,960	-	399,725	237,774
Governance costs	3(c)	2,680	-	-	2,680	2,100
Total expenditure		396,117	11,442	-	407,559	241,211
Net (outgoing) resources		(162,262)	(578)	-	(162,840)	(33,424)
Transfers between funds	11	-	-	-	0	0
		(162,262)	(578)	-	(162,840)	(33,424)
Investment gains in the year	7	6,140	(410)	-	5,730	22,933
Net movement in funds		(156,122)	(988)	-	(157,110)	(10,491)
Balances brought forward	11	£637,824	£4,566	-	£642,390	£652,881
Balance carried forward	11	£481,702	£3,578	-	£485,280	£642,390

THE PAROCHIAL CHURCH COUNCIL OF ST JAMES'S CHURCH HAMPTON HILL

BALANCE SHEET AS AT 31st DECEMBER 2024

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2024	Total 2023
		£	£	£	£	£
Fixed assets						
Tangible fixed assets	6	342,629	-	-	342,629	331,062
Investments	7	162,990	-	-	162,990	247,260
		<u>505,619</u>	<u>-</u>	<u>-</u>	505,619	578,322
Current assets						
Debtors and prepayments	8	26,810	-	-	26,810	7,998
Investments		5,273	869	-	6,142	18,396
Cash		10,162	2,709	-	12,871	46,803
		<u>42,245</u>	<u>3,578</u>	<u>-</u>	45,823	73,197
Current liabilities	9	(66,162)	-	-	(66,162)	(9,129)
Net current (liabilities)/assets		<u>(23,917)</u>	<u>3,578</u>	<u>-</u>	(20,339)	64,068
Net assets	10	<u>£481,702</u>	<u>£3,578</u>	<u>-</u>	£485,280	£642,390
Parish Funds	11	<u>£481,702</u>	<u>£3,578</u>	<u>-</u>	£485,280	£642,390

The notes on pages 15 to 24 form part of these financial statements.

Approved by the Parochial Church Council on **3 April 2025** and signed on its behalf:



Rev Derek Winterburn
(Chair)

Dawn Miller
(Treasurer)



ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

1 ACCOUNTING POLICIES

(a) Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

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) Income and Endowments

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.

Investment gains and losses - This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

1 ACCOUNTING POLICIES - Continued

(c) Expenditure

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.

(d) Tangible 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.

(e) Investments

Investments are valued at mid-market value at 31st December 2024.

(f) Current Assets

Amounts owing to the PCC at 31 December 2024 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.

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

1 ACCOUNTING POLICIES - Continued

(g) 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 11.

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.

(h) Pensions and other post-retirement obligations

The Church operates a defined benefit pension scheme for employees. The assets of the scheme are held separately from those of the Church. Pension costs charges in the Statement of Financial Activities represent the pension contributions payable by the Church during the year.

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

2. INCOME AND ENDOWMENTS

	Unrestricted Fund	Restricted Fund	Endowment Fund	Total 2024	2023
	£	£	£	£	£
2(a) Voluntary income					
Planned Giving	81,875	-	-	81,875	79,806
Tax recoverable	23,160	1,199	-	24,359	19,866
Collections	4,540	-	-	4,540	6,793
Donations and appeals	7,039	4,883	-	11,922	27,369
Legacies	-	-	-	-	-
	116,614	6,082	-	122,696	133,834
2(b) Activities for generating funds					
Fund raising events	14,034	4,488	-	18,522	5,306
	14,034	4,488	-	18,522	5,306
2(c) Church activities					
Fees	3,322	-	-	3,322	2,466
Grants received	39,977	250	-	40,227	7,417
Church hire	7,835	-	-	7,835	-
Hall lettings	43,604	-	-	43,604	50,236
	94,738	250	-	94,988	60,119
2(d) Income from investments					
Interest on deposits	539	44	-	583	726
Dividends	7,425	-	-	7,425	7,285
	7,964	44	-	8,008	8,011
2(e) Other incoming resources					
	505	-	-	505	517
	505	-	-	505	517
TOTAL INCOME	233,855	10,864	-	£244,719	£207,787

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

3. EXPENDITURE

	Unrestricted Fund	Restricted Fund	Endowment Fund	Total 2024	2023
	£	£	£	£	£
3(a) Cost of raising funds					
ARK playgroup expenses	282	-	-	282	303
Fundraising event	3,923	482	-	4,405	705
Parish Breakfast expenses	467	-	-	467	329
	4,4672	482	-	5,154	1,337
3(b) Church activities					
Charitable Grants	1,250	10,854	-	12,104	7,411
Diocesan and other Quota	70,655	-	-	70,655	65,000
Other ministry costs	611	-	-	611	562
Upkeep of Services	1,225	-	-	1,225	930
Church running expenses	20,526	-	-	20,526	31,562
Major building projects	194,251	-	-	194,251	32,213
Depreciation of church equipment	16,853	-	-	16,853	16,102
Education & Sunday School	278	-	-	278	118
Magazine and bookstall	4,923	-	-	4,923	4,738
Church/churchyard maintenance	6,447	-	-	6,447	10,389
Vicarage maintenance	686	-	-	686	515
Church Hall running costs	28,410	-	-	28,410	26,076
Salaries, pensions, NI	33,858	-	-	33,858	34,279
Administration costs	6,604	106	-	6,710	5,757
Website maintenance	375	-	-	375	313
Miscellaneous expenses	1,813	-	-	1,813	1,809
	388,765	10,960	-	399,725	237,774
3(c) Governance costs					
Accountancy/examination	2,680	-	-	2,680	2,100
Other professional fees	-	-	-	-	-
	2,680	-	-	2,680	2,100
TOTAL EXPENDITURE	396,117	11,442	-	£407,559	£241,211

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

4 STAFF COSTS

	2024 £	2023 £
Wages, salaries, and other staff costs are made up as follows:		
Parish Administrator (PCC member)	25,656	24,204
Organist & deputies	7,620	7,193
Pension contributions (PCC member)	582	544
Children & Families' Worker (& expenses)	-	2,338
	<u>£33,858</u>	<u>£34,279</u>

No employee received emoluments of more than £60,000 during the year.

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

Contributions to the pension scheme for the year totalled £582 (2023: £544) The Church has a defined contribution pension scheme, which all employees are entitled to join. The Church contributes 3% and the employees contributed 5% and employees may make further additional voluntary contributions.

5 PAYMENTS TO PCC MEMBERS

Eight trustees (2023: Seven) received expenses to the value, in total, of £6,240 (2023: £8,941) 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 2024	340,000	113,964	453,964
	Additions	-	35,220	35,220
	Disposals	-	-	-
	At 31 st Dec 2024	<u>£340,000</u>	<u>£149,184</u>	<u>£489,184</u>
Depreciation	At 1 st Jan 2024	54,400	68,502	122,902
	Charge for the year	6,800	16,853	23,653
	Released on disposal	-	-	-
	At 31 st Dec 2024	<u>£61,200</u>	<u>£85,355</u>	<u>£146,555</u>
Net Book Value	At 1 st Jan 2024	<u>£285,600</u>	<u>£45,462</u>	<u>£331,062</u>
	At 31 st Dec 2024	<u>£278,800</u>	<u>£63,829</u>	<u>£342,629</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

	2024	2023
	£	£
Gross book value at 1 st January 2024	247,260	267,148
Purchases during the year	-	-
Realised gains during the year on original cost	2,083	4,449
Unrealised gains (losses) adjusted for sales in the year	3,647	18,484
Sales during the year (proceeds)	(90,000)	(42,821)
	<hr/>	<hr/>
Gross book value at 31 st December 2024	£162,990	£247,260
	<hr/>	<hr/>

At 31 December 2024, the PCC held 7,048.94 shares in CBF Investment Funds (2023: 10,938.14 shares).

8 DEBTORS

	2024	2023
	£	£
Income Tax Recoverable	5,591	6,234
Debtors (hall and church hire)	1,618	1,764
Listed Places of Worship Grant Claims	19,464	-
Other debtors	137	-
	<hr/>	<hr/>
	£26,810	£7,998
	<hr/>	<hr/>

9 CREDITORS

	2024	2023
	£	£
Creditors for goods and services	57,830	6,421
Incumbents' fees payable to the Diocese	416	588
Fees received in advance	325	200
Accrued and deferred income	7,591	1,920
	<hr/>	<hr/>
	£66,162	£9,129
	<hr/>	<hr/>

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

10 ANALYSIS OF NET ASSETS BY FUND

Current Year	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2024
	£	£	£	£
Tangible Fixed Assets	342,629	-	-	342,629
Investments	162,990	-	-	162,990
Current Assets	42,245	3,578	-	45,823
Current Liabilities	(66,162)	-	-	(66,162)
Fund Balance	£481,702	£3,578	-	£485,280

Prior Year	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2023
	£	£	£	£
Tangible Fixed Assets	331,062	-	-	331,062
Investments	247,260	-	-	247,260
Current Assets	68,631	4,566	-	73,197
Current Liabilities	(9,129)	-	-	(9,129)
Fund Balance	£637,824	£4,566	-	£642,390

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

11. FUNDS

	Opening balance	Income	Expenditure	Transfers, net gains	Closing balance
	£	£	£	£	£
Unrestricted Funds					
General Fund	174,666	233,855	(389,317)	68,698	87,902
Building Fund	19,118	-	-	5,882	25,000
Operational Fund	158,440	-	-	(68,440)	90,000
Property Fund	285,600	-	(6,800)	-	278,800
	637,824	233,855	(396,117)	6,140	481,702
Restricted Funds					
Donations and appeals	1,610	10,570	(11,192)	(86)	902
Farmers grave	2,632	44	-	-	2,676
Fund raising event	205	-	-	(205)	-
Grants	-	250	(250)	-	-
Restricted bequests	69	-	-	(69)	-
Special collections	50	-	-	(50)	-
	4,566	10,864	(11,442)	(410)	3,578
TOTAL FUNDS	642,390	244,719	(407,559)	5,730	485,280

Unrestricted funds:

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

The trustees have taken the decision to create three designated funds for the following:

Building Fund

£25,000 was designated by the Trustees for likely building works arising from quinquennial inspections.

Operational Fund

To comply with the current reserves policy operational reserves, equivalent of six months general running costs including salaries, which equated to approximately £90,000 using the 2023 figures. This was reviewed in November 2024 and the same figure agreed.

Property Fund

This fund is the equivalent to the net book value of the Church Hall, currently £278,800. The movement each year on this fund is the annual depreciation of £6,800.

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. During the year two very old, restricted fund balances where the specific purposes have been fulfilled, a total of £119, were transferred to the general fund.

ST JAMES'S CHURCH HAMPTON HILL

Notes on Financial Statements

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 2024, the amount collected on behalf of the DBF was £2,717 (2023: £2,079).

13 RELATED PARTY TRANSACTIONS

A PCC member and her daughter have a lease agreement with the Church to rent space, at market rates, in the church hall. Rental income in the year amounted to £21,177 (2023: £18,926)

There were no other transactions with any PCC members 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.

14. CAPITAL COMMITMENTS

The Church has authorised and contracted for expenditure of £2,760. The Church has authorised but not contracted for expenditure of £Nil in its capital budget for the upcoming year