

ST RICHARD'S CHURCH

Hanworth



Annual Report 2022

Prayer of St Richard

Thanks be to thee, my **Lord Jesus Christ**,
For all the benefits thou hast given me,
for all the pains and insults thou has borne for me.
O most merciful redeemer, friend, and brother,
may I know thee more clearly,
love thee more dearly,
and **follow thee** more nearly, **day by day**.
Amen



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The Annual Parochial Church Meeting is to be held onsite on Sunday 23rd April at 10am.

An Attendance Register will be taken to include those attending.

Annual Meeting of Parishioners, (AMP)

1. Opening Prayer and worship.
2. Appointment of Churchwardens.

Annual Parochial Church Meeting, (APCM)

1. Welcome
2. Apologies
3. Approval of the Minutes of the AMP and APCM of 27th April 2022
4. Matters Arising
5. The presentation of the Annual Report which includes:
 - Electoral Roll and the Electoral Roll Officer's report.
 - PCC Secretary's Report incorporating Proceedings of the Council during 2022.
 - Treasurer's Report – including Audited set of accounts and video presentation. <https://youtu.be/Uo1sijvY9eE>
 - Church Wardens' Report including a report on the Fabric, Goods and Ornaments of the Church for 2022.
 - Church Safeguarding Officer's Report.
 - Hampton Deanery Synod Report.
 - Vicar's Report. Written and video https://youtu.be/G7_V3ZaoAjE

The Annual Report available online and printed copies prior to the APCM and so taken as read. Questions taken.

6. Appointment of the Independent Examiner for 2023.
7. Elections to PCC
8. Election Results (if necessary)
9. AOB
- 10. Video collation celebrating our church and community life in the last year.**

11. Open time of prayer and sung worship with thankfulness for 2022, and guidance for this year and beyond.
12. Holy Communion
13. Final Blessing

PCC Membership 2022

Clergy:

Revd Debs Wignall Ex Officio, Chair,

Wardens:

Emma Hughes Ex-Officio
Ann Hedges Ex Officio

Elected Members:

Mike Coombes (2020) Deanery Synod, PCC Secretary,
Jenny Bird (2020)
Ann Hedges (2021)
Debi Lagor (2020) Electoral Roll Officer
Dave Rayner (2020) Treasurer
Liz Sharpe (2021) Deanery Synod
Gavin Thomas (2021)
Anita Pinnalawatta (2020)
Hannah Mitchell (2020)
Emma Brown (2020)
Beryl Wittin (2020)

Forthcoming PCC meeting dates are as follows:

(7:45 pm start): Monday 15th May and 17th July.

Church Employees:

Wendy Rayner Children and Families Worker
Paul Hughes Communications, Online Church and Music Lead
Ivanna Chornopyska Cleaner (from May 2022)

Licensed Ministers

Brenda Small Licensed Lay Minister
John Baggs Licensed Lay Minister
Emma Hughes Licensed Lay Minister (From October 2022)
Revd Danny Wignall Permission to Officiate

**Minutes of Annual Meeting of the Parishioners and the Annual Parochial Church
Meeting in 2022
St Richard's APCM 28 April 2022,**

Annual Meeting of Parishioners, (AMP)

1. Debs Wignall opened the meeting with prayer. Paul led us in worship with 'Great is your Faithfulness'

2. Appointment of Churchwardens.

Julie Adams stepped down at this APM and was thanked for her service to the church – Julie thanked the church for the opportunity and Yvonne for proposing her. Emma Hughes agreed to continue to stand as Church Warden for a further year. Ann Hedges is to be the new church warden and as was handed the keys. Ann was proposed by Julie Adams and seconded by Debi Lagor. Emma Hughes proposed by Yvonne Mansell and seconded by Pete Crean.

Both warden appointments were approved by the AMP.

Annual Parochial Church Meeting, (APCM)

1. Welcome - Debs Wignall

2. **Apologies** were received from: Sandra and Andy Bowskill.

3. **Minutes of the AMP and APCM dated 21st April 2022** an error was highlighted in that Teresa May was credited with a question but not actually present - this was amended. The approval of the minutes, proposed by Ann Hedges was seconded by Tricia Law and approved.

4. **Matters Arising** – none were tabled.

5. **The Electoral Roll and the Electoral Roll Officer's report** was found on Page 8 of the annual report. This was not a major revision year for the ER. Two additions to the role were noted and this brought the number to 85 on the role – 43% of ER resident in parish. Debs was keen to highlight that this number was not representative of the scope and reach of the worshipping community including regular monthly contact with people.

6. **Elections to PCC** - although Julie had stood down as we have less than 100 on the role, no new people were needed. None were standing down this year, but many were scheduled to stand down next year if people wanted to consider joining.

7. **PCC Secretary's Report** was included within the pack for this meeting. Mike thanked Emma for Quinquennial changes and to Paul for all of the work. Debs thanked the PCC for carrying on through zoom and Mike Coombes for his work as PCC secretary. Resume 2 monthly meetings.

8. **Treasurer's Report** – Dave Rayner highlighted that the annual accounts had been audited by Donna Cooksley, the independent examiner, and thanked Donna for auditing them so quickly. Dave Rayner walked the APCM through his report. By September the expensive CAF loan was paid off – this was great news. This leaves the interest free loans, of which 4k has also been paid off this year. Thanks go to Vanessa Hughes and Helen Ballantyne for banking and counting and thanks to all for their giving this year. Debs invited questions but there were none.

Appointment of Donna Cooksley as the Independent Examiner for 2022

Approved examiner was proposed by Dave Rayner and seconded by Yvonne Mansell and duly approved.

Debs thanked Dave for his diligent work and that of his team over the last year.

9. Debs referenced the **Church Wardens' Report** including a report on the Fabric, Goods and Ornaments of the Church for 2021 was provided including reference to the Archdeacon's Visitation (akin to OFSTED for churches) and the Quinquennial which was a huge amount of work especially for Emma Hughes, Julie, Paul and Wendy. Huge thank you especially for the leadership of Emma Hughes.

Debs went on to highlight the **safeguarding** work by our safeguarding officers Wendy and Gill Coombes – Debs highlighted the fact that we had dedicated a service to safeguarding in 2021 emphasise its importance to church life. Debs emphasised that this was **not a** tick box exercise – but an important element of to enable our children's ministry to remain safe.

Paul brought a maintenance update from Emma – emphasising that the quinquennial inspection had resulted in lots of recommendations and that we would therefore need to prioritise. Maintenance would continue to be a high priority we will be pragmatic.

10. **Children Worker's Report.** Debs highlighted that Wendy started this during lock down and there have been so many positives in the work in forging links with the school and uniformed organisations; young people relationships built and stronger, confirmation classes, preparation for communion, taking part in services. She does so much outside of her job description – warm appreciation was expressed for the tremendous job she does.

11. **Other Reports.**

The report written by one of our younger congregation members, Zara Crean – recounts how life of faith intertwines with family life.

The House Group reports reflected life together outside of our main Sunday worship.

Men's Supper club - Mike Reynolds and Graham Madge approached Debs and asked for advice as to what direction to take this long-standing and successful church-based club. This was started over 30 years ago originally by Dave Hedges and others. We are now looking forward to seeing how it's going to develop with the inclusion of women too and a re-naming. Debs took the opportunity to thank Dave and Mike for all they had done to run this club for the church over the years.

12. **Hampton Deanery Synod Report** - provided by Liz.

The report shows how it's a good diocese – so encouraging to see how much good will has been shown towards St Richard's by the rest of the diocese.

13. **Adoption of the Annual Report**

Emma Brown proposed and seconded by Graham Madge – and approved by the APCM.

14. **Vicar's Report**

Debs highlighted an ongoing conversation about vision and the Mission Action Plan preached on throughout January. Debs went on to highlight our theme of growing hope and being a beacon of light. Debs drew on the image of the tree –

- The roots - growing deeper in our faith
- The trunk denoting growing closer together
- The branches showing us growing wider in outreach to our community

Debs reflected that on her arrival we were forced to look at short term pilots etc in a fast-changing environment and that this gave opportunities to try out new things. Some for short term – like the 6-week lent group, some were long term like the house groups established for years – both were good.

One excellent example of this was walking church – which Debs had named connect outdoors – but Finlay had called it walking church – and the name stuck. Debs showed an image and explained that it had started on Good Friday and comprised a walk around the nature reserve. It had stopped where the St Richard's Spire was visible – which provided an opportunity to reflect on the cross. The group comprised push chairs and people from the past and present worshipping community.

Debs went on to draw out the parallel that Jesus walks with us – healing – on the move – teaching on the move – at a relaxed pace – walking not running. The key principles being to pause, stop, talk and share life.

Church on the move – we are not here all the time – our lives are outside of the church. We must keep trying things out – honour old and young. Art club had restarted and the coffee morning back. This is a picture of what we can look like as a church with strong inter-generational activities. Debs reported that we would have many baptisms in the coming months, partly church family but partly through the coffee morning connection.

Debs highlighted that we plant the seed and it's God that makes it grow, and that when growth starts there is then there is always much more to do – as we are now seeing in church life.

Debs referenced the church's outside space, and its importance to both church services, where we can spill outside, and the community during the week. Debs wanted it to be a place for contemplation and prayer.

Debs ended with a plea to the church to look again at the Mission Action Plan.

15. **AOB** - none offered

Liz thanked Debs for all that she does for the church. Debs, in turn thanked Paul for being her right-hand man – and for all that he continues to do for us all.

16. Debs closed with prayer – using our verse of the year -

Romans 15.13 *I pray that God, the source of hope, will fill you completely with joy and peace because you trust in him. Then you will overflow with confident hope through the power of the Holy Spirit.* .

Electoral Roll Report to April 2023

Summary

Date	Total on Roll	Resident in Parish	Male	Female
12/04/22	85	37 (43%)	27	58
05/04/23	91	39 (44%)	28	63

We welcomed seven new members onto the roll. One member removed from the roll.

PCC Secretary's Report

During 2022 we had PCC meetings in January, March, May, September and November. Our July meeting was abandoned due to CV impacts although the business of the PCC was not interrupted consequently.

We operated in a hybrid mode for this period – with attendance available online and on site.

This report seeks to bring out some key activities without stealing the sandwiches from other specialist reports within this broader APCM document.

Financial Matters

To start the business year the PCC approved a proposal to revert to paying 5% of our income from voluntary unrestricted giving to charities. This equated to distributing £3,475 from our 2021 income and consequently the following charities and associated donations were approved:

- Sheepfold - £1000
- Tear Fund - £1000
- Shooting Star Hospice - £1000
- St Richard's School -£475

Mission Action Plan (MAP) for 2022

The PCC adopted the MAP as a working document – understanding that it should not ever be final, but rather designed to be evolving all the time with focus on being a people of growing hope – growing deeper – closer and wider.

This document was then utilised during the application process for the grants that were sought this for many purposes including –

the continued support of our much-valued Children and Families Worker, church heating costs, and support towards funding the new community garden works, which church members also gave towards, including the family of Hazel and Joe Scanlon in memory of them. Thank you.

Oxford Way(OW)

The Quinquennial (QQ) inspection has been completed for OW. Nothing urgent was raised and minor issues were held over until the tenants had moved out in June. The QQ report was sent to the Diocese and the Church Commissioners, both of whom had a legitimate interest. We are obliged to commit to complete the recommended works and assurances were supplied to this effect. Money available in restricted funds would be used for this purpose.

Common fund – after much discussion the PCC agreed a proposal to offer £20k as our contribution for 2023.

Role revisions – church staff

The PCC approved a review of the remuneration of both the Children's Worker role and that of the Worship Director.

It was recognised by the PCC that both roles had changed substantially since inception and that review was needed to reflect the commensurate changes in hours and responsibilities that both Paul Hughes and Wendy Rayner were needing to expend to serve the church.

Children's Worker became Children and Families Worker, (recognising the intergenerational work of this role).

Worship Director became Communications, Music, and Online Church Lead, (clarifying the scope of this unique role).

Children and Family Worker's role

This role was advertised as 18 hours/week, but had developed with the intergenerational vision for the church into a Children and Families Worker. The Safeguarding role had also expanded not least due to the management of the new parish dashboard.

The PCC agreed to increase WR hours from 18- 22 hours/week to attempt to cover some of the additional hours now being worked

Communications, Music and Online Church Lead

St Richard's Hanworth has built a wide reaching and influential digital footprint over the years since the pandemic forced us to re-think how we deliver our mission to the community. This has involved a significant investment in time to both set up and maintain our presence on Facebook and Instagram. In addition, our church benefits immensely from the many streamed services and meetings not to mention the weekly update that combines words and images in a fabulous digital montage.

The PCC decided to re-imagine the role of worship director and expand its role to encompass the new tasks just described under the banner of digital communications.

The PCC also decided to end the honorarium nature of payment and switch Paul to PAYE and to increase the weekly hours from 8-10 hours

The PCC commissioned Mike Coombes and Emma Brown to take this out of committee and refer to David Baggs for guidance regarding a revision of the hourly rates of pay for both roles. Although this research revealed that the market would support a much higher figure, an

increase of 6% was proposed and approved by all PCC members without a familial conflict of interest in the outcome.

Hires

We have a new hire from an Aikido group and have revised our rates in relation to the pre-school to reflect use of printing and improved internet.

Building Works

The APCM will recognise many improvements and additions that have occurred during 2022 – here are some that I have noticed in the minutes for last year although this is just a sample -

- Reshelfed cleaning cupboard in office
- Fitted a TV/monitor in the foyer and replaced one in the church
- Added heating pipes under the stained-glass window
- Aikido signs have been deployed
- We have fitted a payment card reader in the Church Foyer
- Oxford Way has received the addition of a curtain pole
- Tree plaque has been added to the garden
- The Prayer Garden has been finished - thanks to Martha and Jas
- Hannah and Ann have painted the fence

In Conclusion

I'd like to thank the PCC for all of their work this year. If this report has whetted your appetite and you'd like to know more please speak to me or any of the PCC.

Mike Coombes

PCC Secretary

Treasurer's Report for 2023 APCM

I. Introduction

This report complements the 2022 Accounts. It focuses on the General Fund, comparing the 2022 figures with 2021 and the 2022 and 2023 budgets. It also gives summary information on the Project Grow fund.

2. General Fund Receipts

Receipts	2021	2022	2022	2023	Comment
Category	Outturn	Budget	Outturn	Budget	
Planned Giving (GA)	51,866	49,275	49,221	45,000	Some loss of significant givers
Income Tax Recovery	14,732	12,318	13,922	12,550	
Planned giving (non-GA)	1,155	1,400	1,598	1,600	
Plate Collections (GASDS)	306	300	839	1,000	
Grants	8,394	5,000	3,747	-	
Donations - Appeals (GASDS)	180	200	600	800	
Other Donations (GA)	5,352	2,000	3,399	3,400	Gift day in July 2022
Other Donations (non-GA)	1,050	1,000	1,053	1,200	
Events and fund-raising	-	4,800	841	600	Festival held in July 2022, assume another in 2023
Rental Income (Oxford Way)	2,083	5,604	4,998	3,600	Oxford Way rented from Sep 22, assume 6 months rent in 2023
CCLA Interest	9	30	225	300	
Hall lettings - Pre-school	14,543	13,500	12,900	13,200	
Hall lettings - Church of the Living God	3,116	3,500	5,376	5,000	
Hall lettings - Other incl Dance Group	4,020	7,000	7,225	7,500	
Fees (Funerals)	990	250	622	600	
Holiday Club	105	300	-	300	
Church Group Income	842	1,900	3,706	4,000	
Bible Notes	97	300	205	250	
Total	108,840	108,677	110,477	100,900	

3. General Fund Payments

Payments	2021	2022	2022	2023	
Category	Outturn	Budget	Outturn	3rd Budget	
Event costs	-	300	471	500	Festival held in July 2022, assume another in 2023
Common Fund	11,000	20,000	20,000	20,000	
Vicar & Reader Expenses	356	200	206	220	
Parsonage	502	800	435	600	
C&F Worker salary	5,503	6,500	1,798	2,728	Hourly rate and hours/week increased from Sept 2022. Much of salary covered by grants.
C&F Worker Expenses	1,662	1,600	528	2,000	Grants covered some expenses in 2022.
Oxford Way costs	5,141	5,400	4,685	5,500	
Church running expenses	5,513	7,000	5,979	13,000	Utility costs expected to be £11,000 in 2023
Church Maintenance	13,198	11,000	4,994	5,000	
Furnishings & Equipment	2,080	2,000	1,313	1,500	
Church Service Expenses	946	2,000	1,349	1,500	CCLI licence paid early in 2022 for 2021, 2022 fee came Jan 23
Training	-	200	246	250	
Holiday Club	591	600	-	450	
Phone, printing & stationery	3,319	3,500	3,597	3,800	
Church Groups Expenditure	175	300	1,254	1,300	
Bible notes & books	513	300	310	350	
Refreshments	104	250	663	1,400	Group all catering costs under this line in 2023, except Thursday social
Hospitality	150	200	479	-	
Cleaner	2,015	2,500	2,432	2,700	Assume some increase in hourly rate in 2023
Director of Music	5,064	5,600	5,213	6,625	Monthly rate increased from Sept 2022
Gifts	54	100	88	100	
Affiliation Fees	634	750	828	900	Website etc
PCC support costs	440	480	430	440	
Payroll Service Fee	-	400	400	200	Payroll service fee for 2021 paid early 2022
Bank Charges	22	40	52	80	Costs of online giving
Total	58,982	72,020	57,750	71,143	

4. General Fund Balances

Balances	2021	2022	2022	2023	
	Outturn	Budget	Outturn	3rd Budget	
Transfer from or to other funds	(34,537)	(35,000)	(46,884)	(36,000)	Transfers to repay loans, plus topping up of other funds
Excess of Receipts over Payments	15,321	1,657	5,843	(6,243)	
Needed for 3 months reserve	22,130	25,505	24,659	25,286	A quarter of total Gen Fund expenditure including transfers to other funds
Opening Balance	14,510	29,830	29,830	35,673	
Closing Balance	29,830	31,487	35,673	29,430	We aim to keep at about 3 months' reserve but it was more at year-end 2022 because big bills were expected in January 2023

5. General Fund 2022 Highlights

- Opening balance £29,830
- Income £110,477
 - Planned giving plus gift aid has decreased by £3k from 2021 taking it back to the 2020 level
 - Across 2022 monthly planned giving (without gift aid) dropped over 10% as people who had left the Church stopped their giving and were not replaced by new planned givers
 - There are now only two non-Church families still contributing to planned giving
 - Hall hire income has increased significantly both from CLG and from a new regular hirer (Aikido Peaceful Warriors)
 - Includes two diocese grants towards moving the gas meter cupboard and towards increased energy costs, totalling £3,747
 - Excludes £11k grant for Children's & Families Worker post from Hampton Fund and Welcare Hounslow
- Expenditure £57,750
 - Excludes just over £11k in Children's & Families Worker pay and expenses charged to Children's & Families Worker fund
 - Common Fund payment increased only modestly from £11k to £20k to allow us to pay off more Project Grow loans
 - £46,884 was transferred to other funds, mostly Project Grow to pay back the loans – we paid £2k to the diocese and £40k to Church members for their interest free loans
- Closing balance of £35,673 – far more than enough to cover 3 months' worth of expenditure (including transfers to Project Grow) – held at a high level anticipating the CCLI licence fee and high energy costs in January

6. General Fund Budget 2023

- Opening balance £35,673
- Income £100,900
 - Planned giving projected to drop by £4k because of sustained drop in monthly giving since October 2022
 - Includes the gift aid recovery from Q4 2022
 - Rent from Oxford Way will drop by £1,400 because of our new curate moving in
 - Assumes no big change in hall hire income
- Expenditure £71,143
 - In addition, we forecast £30k transfer to Project Grow to pay back loans
 - Common Fund payment held at 2022 level to allow for more pay back of Project Grow loans
 - Makes provision for significant (£7k) increase in gas, electric and water bills
 - Assumes a transfer to other funds of £36k (nearly £11k down on 2022)
 - Assumes we will still get £11k in grants towards Children's & Families Worker role
- Projected closing balance of £29,430 – enough to cover 3 months' worth of expenditure (including transfers to Project Grow)

7. Project Grow 2022 Highlights

- Opening balances **-£24**
 - Included £106,000 in loans, of which £8,000 was from the diocese
- Income £8,224
 - All regular giving and income tax recovery from gift aid
- Expenditure £0
- Carried forward balance £700
 - Includes £6k of diocese loan plus £58k of church member loans
 - We continue to pay back the loans as this balance grows, topped up from General Fund as cash flow allows

8. Summary

General Fund

- Common Fund payment was a modest £20k
- Monthly planned giving dropped in October when families who had left the Church some time ago eventually stopped their giving
- Newer Church families are currently mostly giving by cash and card machine. It would be good if some can be persuaded to join the Parish Giving scheme as it reduces our administration, helps our cash flow, and helps our financial planning.
- Hall Hire income has increased significantly, especially because of Aikido Peaceful Warriors
- Church Maintenance has dropped significantly this year, partly because we created a Technology Fund financed from a £1,000 grant
- Gas and electricity monthly bills went up very sharply from November – over the winter we've been paying nearly £1,000 per month just for gas.
- We have been greatly helped by the grants from the diocese, Hampton Fund and Welcare, Hounslow

Project Grow

- We have paid off another £42k of the loans, reducing the amount left to £64k

- Further loan repayment is heavily reliant on money transferred from the General Fund
We need to pay off the church member loans by 2024 and the diocese loan by 2025

Thanks

I'd like to give warmest thanks to:

- Vanessa Hughes – bookkeeper
- Helen Ballentine and occasionally Mary Smith – for counting and banking with Vanessa
- All regular givers, especially those giving through Parish Giving Scheme as that enables us to receive the Gift Aid every month alongside the giving itself
- Our independent examiner, Donna Cooksley, who was amazingly speedy in getting the 2022 accounts examined and signed-off

Dave Rayner, Treasurer



Church Wardens' Report including a report on the Fabric, Goods and Ornaments of the Church

Hall Hire

We were pleased to welcome a new hall hirer this year; the Aikido group, which started in September.

Faculties

We ascertained that a faculty was granted for the building works completed in 2019-2020.

We also obtained a faculty for fixing TV screens and the card reader to the wall.

Card Reader

We obtained a card reader, which has enabled people to give more easily.

35 Oxford Way

Oxford Way has been occupied by an ordinand since July, with some maintenance carried out as needed, as well as the annual gas safety check; the ordinand moves out at the end of June, and we look forward to welcoming our Curate to the house from July.

Prayer Garden

The prayer garden has been transformed and made wheelchair and pushchair accessible, with the addition of a paved path and area. Planters have been added, enabling gardening to occur, and fencing has enclosed the garden, making it a safe space for children. The metal gate has been moved back, improving both the prayer garden space by making it larger, and the preschool space by making it all visible to staff on duty. Thanks to all who contributed to the cost of this transformation, and to the charity Groundwork for all their work on the space.

Church Maintenance Works

The annual gas safety and fire extinguisher checks were carried out, gutters cleaned, and smoke alarms regularly checked.

Thanks to Paul Hughes for organising the encasing of the external gas meter (identified as a priority job in our last Quinquennial inspection), various maintenance jobs, annual PAT testing and the Chubb alarm annual maintenance.

Thanks to Beryl and John Wittin for all the work they do on maintaining the church and Oxford Way grounds, and to our cleaner Ivanna for all her hard work keeping the building clean.

Thanks to Wendy Rayner for organising regular window cleaning and dealing with many day-to-day maintenance and admin issues.

Thanks to all those who serve on rotas, and thus enable our church groups and activities to run smoothly. And if you have any spare time which you could offer to help out, do let us know.

Thanks to Debs for all her support and help.

Emma Hughes and Ann Hedges (Churchwardens)

Safeguarding Report

Since the last APCM no Safeguarding concerns have been reported during this period, but advice has been sought and guidance received regarding possible concerns.

We continue to review all roles which require Safeguarding training and continue the process of ensuring all those who require it have completed, renewed, or are working towards completing the training levels required for their roles. All PCC members have completed the Basic Safeguarding training and are working towards completing their foundation and

awareness of domestic abuse with a large proportion of PCC members completely trained to the required level.

The diocese has recently launched the Parish Safeguarding Dashboard which is an online document so that all the paperwork to do with safeguarding is in one place and can be accessed by Debs and Wendy and Gill at any time. It is like a working document that can be continually updated with information regarding who has and who hasn't completed DBS checks and relevant training pertaining to their role in the Church.

There is now a network of Church Safeguarding Officers for our diocese who hold regular meetings to ask questions and receive training on the new tool and how best to use it. Following discussions at these meetings there are now monthly drop-in zoom sessions for Wendy and I to be able to ask any further questions or to receive updates on how to use the tool in a timely manner.

In the autumn term we conducted our Safeguarding service. During this service we shared our commitment to making church a safer space for all with the congregation with a focus on supporting each other with our mental health. Following this the children took part in age-appropriate discussion and activities around safeguarding.

We continue to communicate our commitment to safer churches for all those who attend our groups, our services, and our community.

Wendy Rayner and Gill Coombes, Church Safeguarding Officers.

DEANERY SYNOD REPORT

Period 1st January 2022 to 31st December 2022

SUMMARY OF THE MEETING HELD ON 22nd FEBRUARY 2022 HELD AT ST MARY, HAMPTON

Usual apologies and welcome by the **Area Dean Reverend Tim Garrett**, signing of previous minutes and opening worship. Introduction by **Rev Ben Lovell**, the incumbent, about St Mary's Church.

Bishop of Kensington, Bishop Graham to step down this summer to lead the Centre for Cultural Witness, a new project.

Reverend Debs Wignall has been appointed The Kensington Area Dean of Women's Ministry from Feb 2022.

Thank you party to be held at All Saints Hampton on 24.3.2022 to thank Funeral Directors, Arrangers, Crematorium Staff etc for their involvement in Funerals during the Covid Pandemic.

The Diocese has funding to train one person in each Parish on Mental Health First Aid via 'Humantalk'. 'Chatty Benches' to be considered near our churches, to get people talking.

PASTORAL PRINCIPLES

Include: Acknowledging prejudice, casting out fear, speaking into silence, admitting hypocrisy, addressing ignorance and paying attention to power. Everyone to treat each other well.

Jimmy Dale – National Youth Evangelism Officer at The Church of England gave a talk about the church needing to do more with its young people. Details of this talk can be provided from the minutes of this meeting.

AOB and closing words and prayers as with all meetings.

SUMMARY OF THE MEETING HELD ON 25th MAY 2022 AT Ss PHILIP & JAMES, WHITTON

Usual commencement points for a meeting, followed by an introduction to Ss Philip & St James by the incumbent, **Reverend David Cloake**.

Deanery news and Common Fund news was covered.

Safeguarding Talk and presentation by **Caryn Webber**, Kensington Safeguarding Advisor. Details of this talk can be provided from the minutes of this meeting.

SUMMARY OF THE MEETING HELD ON 3rd NOVEMBER AT ST JOHN'S HAMPTON WICK.

After usual meeting points, opening worship and an introduction to St John's by **Reverend Jerry Field**.

Ezra Owen was here, a freelance dance artist who has a passion to see people engage in worship through music and dance.

Deanery and Common fund business was given.

The Reverend Canon Miles Baker - Area Director of Ministry, Kensington gave a presentation on Vocations. Details can be provided from the minutes of this meeting.

Question, AOB and closing prayers.

Future Meetings Tues 21st Feb at St James, Hampton Hill and Weds 10th May 2023 at St Michaels, Fulwell.

Liz Sharpe and Mike Coombes (Deanery Synod Reps)



Vicar's Report

I want to begin my report this year with our Bible verse, our prayer for 2022.

May the God of Hope fill you with all Joy and Peace as you trust in Him, that you might overflow with confident hope by the Power of the Holy Spirit. Romans 15:13

Our life together as church during 2022 had many moments which testify to God the Holy Spirit at work in and through us filling us with Joy and Peace as we trusted in Him.

Perhaps you remember the baptisms, six children welcomed into the family of Jesus. Or the joyful celebration of those taking their next step of faith and being prepared to receive Communion. And then the sunny day when Bishop Graham confirmed nine of our congregation.



Maybe you think of the intergenerational coffee mornings, weekly opportunities to catchup with old friends and make new ones, cuppa, and cake with a side order of prayer perhaps?



Of if you are an Adventurer of Explorer summer Tuesday evenings in the vicarage garden, games and food. And maybe also the invitations accepted to play a fuller role in the life of our church.

Then there was the scorcher of our summer festival, the evenings organised by the Thursday social teams, the launch of Wednesday Welcome, (who knew there were that many flavours of soup?!), the hundreds that gathered for Remembrance Sunday and for our Christmas Services. And of course, the many and varied ways in which we have worshipped together this year, online, inside and outside, small groups, homegroups, large gatherings, and on the move.

Our prayer from Romans 15:13, is that we would *overflow with confident hope by the Power of the Holy Spirit*. **Overflow...** Blessed to be a Blessing. I love the glass walls, the windows of our church, especially our prayer window, that looks out to the community in which we are placed. Every time we worship a reminder of our mission and our hope to grow wider in our love for others, that they too might know what it is to be loved by Jesus.

We work hard to increase our visibility, for more people in our community to know that we are here, that we and Jesus are here. Our spire helps. Our online presence helps. Our Morning Prayer on Mondays and Thursdays has become its own worshipping community, a new congregation. Our website and social media, all invitational as well as informative. *Come and see.*

This year has seen the development of our Community Prayer Garden. Another way in which we are intentionally seeking to improve our visibility and extend our welcome. Our vision for this to be a space which not only extends our worship space, with the gates keeping children out of the car park, but also provides a liminal space, a place of conversation with our wider community.

If you look at these photos, a before and after I think they summarise our story from the last few years.



In the first image we see the space as it was this time last year and the second photo as it is now. Quite a change!

Perhaps the first image of the garden looks sad in comparison to the others. In one sense, I hope so, there has been a huge amount of work that has gone on behind the scenes for this transformation to happen. Planning, applying for funding, financial giving from church members, partnering with others, work parties to clear and prepare the ground, ongoing maintenance and weeding as all ages are being welcomed into the space. A space that we hope will also be used and enjoyed by our wider community.

This parallels the work, the ministry and mission that has been ongoing in our church.

Of course, if you know anything about gardening you will know that most important before anything can grow is soil preparation and enrichment. So, the blank canvas tells a story too.

There have been many seasons in the life of St Richard's Church since it began. One or two of



you remember most of them. Sometimes preparing the ground, other times sowing and nurturing new growth and at other times celebrating the harvest. Over the last few years there has been another season of preparing the ground. At times, especially during the Pandemic that has been especially hard. And yet, I believe the new growth we have seen over this last year has its roots in exactly those times.



Rooted in God's love, our prayer is that together we are Growing Deeper in our love for and relationship with God, **Growing Closer** together in our relationships with each other **and Growing Wider** in number as we engage more with the communities God has placed us in.

We have worked together under the inspiration of the Holy Spirit to try some new things, adapt some long-standing ways of being church and have welcomed new people, whilst also letting go of some of those who have laboured in this part of God's Church, for whom we are thankful.

We have experimented with being an inter-generational church community. Recognising the gift of different age groups and how we can learn from each other. It has been a joy to see our younger members get involved in a variety of ways. We are also committed to honouring those who are older and continue to value their contributions to our joint life and mission.



As I look ahead I see some next steps to sustain the growth we see. Danny and I often challenge each other about whether we are spending sufficient time being *with* God to sustain all that we are doing *for* God. It is a good question to ask both personally and for our life together as St Richard's.

When I think about us as a church **Growing deeper in our love for and relationship with God** I think this is an area to invest more into, wherever we are at in terms of age or stage of life. As I have said before, unless our roots are anchored in Jesus, then growing wider, in number, will not be sustainable. Perhaps you would like to be part of a small group? Perhaps you would like more opportunities to pray with others?

Growing Closer in our love for and relationship with each other. Pastoral care is good at St Richard's. Many of you look out for each other. A next step will be to establish a team of people who can have oversight for this important area of church life ensuring that those less well known in our church and community are also cared for as well as those doing the caring.

Our church is growing deeper, closer and wider. I believe God has given us a vision and that by His Grace we will continue to grow. Central to this I sense is that others are being called to lead different areas of ministry. Under Wendy's guidance our children and young people's

ministry continues to grow. There is definitely an opportunity for those with a heart for teenagers to join the team. I will be working with our Leadership Team to identify and work with those called to lead in our church, (whether they know they are or not yet!).

In the summer of 2023, we will be welcoming Yvette Dixon, as Curate. I am looking forward to working with her and seeing how God will enable us to learn from her as we are enabled to provide opportunities for Yvette to grow in her role as an ordained minister in God's Church. Please join me in praying for Yvette as she prepares for this transition.

Thanking individuals is always tricky, who do you thank, who have I missed? Do I value some more than others by naming them? Every act of service makes a difference. The current rota for serving on Sundays has a similar number of people to usual Sunday attendance at the start of last year! Then there are all those who serve mid-week in a variety of capacities. So thank you to each and everyone of you who are serving.

However, I must mention those who are weight-bearing leaders alongside me. To Paul, Wendy, Mike, Ann, Emma, and Dave thank you for your support and encouragement of me and for all that you bring to the life of our church. To Danny whose support enables my leadership in so many ways, thank you.

I encourage each of you reading this report to be people of gratitude and to thank others often for who they are and for how God enables them to serve us. It is no exaggeration to say without you, we could not be the church we are today.

I will close with our Bible Verses, our prayer for 2023,

I pray that from his glorious, unlimited resources he will empower you with inner strength through his Spirit. Then Christ will make his home in your hearts as you trust in him. Your roots will grow down into God's love and keep you strong. Ephesians 3.16-17

God Bless,

Debs Wignall



Independent Examiner's Report to the Parochial Church Council of St. Richard of Chichester, Hanworth

I report on the accounts for the year ended 31 December 2022 which are set out on pages 2 to 12.

Respective responsibilities of the Trustees and the Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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


.....
Donna Cooksley FCCA

Date: 15/03/23.....

Parochial Church Council of St. Richard of Chichester, Hanworth **Financial Statements for the Year Ended 31 December 2022**

Receipts and Payments Accounts

		Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Receipts	1				
Voluntary Income	1a	74,379	24,068	98,447	102,487
Activities for generating funds	1b	841	15	856	307
Income from investments	1c	5,223	-	5,223	2,092
Income from church activities	1d	30,376	-	30,376	24,127
Other incoming resources	1e	-	-	-	-
Total Receipts		110,819	24,083	134,902	129,014
Payments	2				
Church activities	2a	56,486	28,457	84,943	75,960
Costs of generating funds	2b	471	-	471	-
Governance costs	2c	882	-	882	462
Other payments	2d	-	-	-	-
Total Payments		57,839	28,457	86,296	76,422
Excess of receipts over payments		52,980	(4,374)	48,606	52,592
Transfers between funds	12	(47,062)	47,062	-	-
Changes in liabilities		-	(50,000)	(50,000)	(37,669)
		5,918	(7,312)	(1,394)	14,922
Cash and banked funds on 1 January	11	35,010	10,697	45,707	30,785
Cash and banked funds on 31 December	11	40,928	3,385	44,313	45,707
Non cash adjustments		-	-	-	-
Net Movement in Funds	11, 13	5,918	42,688	48,606	52,592
Funds b/fwd @ 1 January 2022	12, 13	35,010	(103,303)	(68,293)	(120,885)
Funds c/fwd @ 31 December 2022	11, 13	40,928	(60,615)	(19,687)	(68,293)

Parochial Church Council of St. Richard of Chichester, Hanworth

Statement of Assets and Liabilities as at 31 December 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Fixed Assets					
Tangible fixed assets	7	-	-	-	-
Cash funds					
Cash at bank and in hand		23,626	3,385	27,011	28,629
Short term deposits	8	17,302	-	17,302	17,078
		40,928	3,385	44,313	45,707
Liabilities					
Other Creditors	9	-	-	-	8,000
Loans	10, 11	-	64,000	64,000	106,000
		-	64,000	64,000	114,000
Net Current Assets / (Liabilities)		40,928	(60,615)	(19,687)	(68,293)
Total Net Assets / (Liabilities)		40,928	(60,615)	(19,687)	(68,293)
Represented By					
Funds					
Unrestricted		40,928	-	40,928	35,010
Restricted		-	(60,615)	(60,615)	(103,303)
		40,928	(60,615)	(19,687)	(68,293)

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

1. Receipts

	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
a) Voluntary Income				
Planned giving: declared as Gift Aid	49,221	6,285	55,506	60,206
Income tax recoverable on Gift Aid	13,922	1,990	15,912	17,807
Non Gift Aid free will offerings	1,598	222	1,821	1,437
Plate collections	839	-	839	306
Sundry donations & legacy	5,051	3,572	8,622	9,337
Grants	3,747	12,000	15,747	13,394
	<u>74,379</u>	<u>24,068</u>	<u>98,447</u>	<u>102,487</u>
b) Activities for Generating Funds				
Fund-raising activities	256	15	271	307
Functions & events	585	-	585	-
	<u>841</u>	<u>15</u>	<u>856</u>	<u>307</u>
c) Income from Investments				
Rent (35 Oxford Way)	4,998	-	4,998	2,083
CBF deposit interest	225	-	225	9
	<u>5,223</u>	<u>-</u>	<u>5,223</u>	<u>2,092</u>
d) Income from Church Activities				
Church hall letting	25,501	-	25,501	21,678
Bookstall	205	-	205	97
Fees - weddings & funerals	622	-	622	990
Church activities income	4,048	-	4,048	1,257
Holiday club & youth mission	-	-	-	105
	<u>30,376</u>	<u>-</u>	<u>30,376</u>	<u>24,127</u>
e) Other Incoming Resources				
PCC associated funds	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Receipts	<u>110,819</u>	<u>24,083</u>	<u>134,902</u>	<u>129,014</u>

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

2. Payments

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £	
a) Church Activities					
Donations					
Overseas mission societies	-	1,450	1,450	500	Sheepfold
Relief & development agencies	-	1,530	1,530	400	Tear Fund
Home missions & church societies	-	517	517	240	Children's Society etc
Secular charities	-	1,000	1,000	-	Shooting Star Hospice
Gifts	88	-	88	54	
Total Donations	88	4,497	4,585	1,194	
Diocesan Common Fund contribution	20,000	-	20,000	11,000	
Vicar, Curate and Reader's expenses	206	-	206	356	
Children Worker's salary	1,798	9,754	11,552	10,503	
Children Worker's related expenses	528	1,435	1,963	1,662	
Training & associated literature	246	-	246	-	
Total Staff Related Costs	22,778	11,189	33,966	23,521	
Upkeep of church services	1,349	277	1,626	1,148	
Church activities expenditure	2,062	-	2,062	1,089	
Youth Mission & holiday club	423	-	423	591	
Total Church Activities Costs	3,834	277	4,112	2,828	
Church running expenses	5,979	-	5,979	5,513	
Fees - cleaning/organist	7,645	-	7,645	7,079	
Expenditure on bookstall	310	-	310	513	
Web site, affiliation fees & literature	828	-	828	634	
Printing, stationery, telephone, etc	3,597	-	3,597	3,319	
Total Church Running Costs	18,359	-	18,359	17,058	
Church maintenance	4,994	10,712	15,706	13,948	
Vicarage costs	435	-	435	502	
35 Oxford Way costs	4,685	517	5,202	5,762	
Furnishings & equipment	1,313	1,265	2,578	2,080	
Total Maintenance Cost	11,427	12,494	23,922	22,292	
Project grow expenses	-	-	-	9,066	
Total Church Activities	56,486	28,457	84,943	75,960	
b) Costs of Generating Funds					
Functions & events	471	-	471	-	
c) Governance Costs					
Payroll Service Fee	400	-	400	-	
PCC support costs	430	-	430	440	
Bank Charges	52	-	52	22	
Total Governance Costs	882	-	882	462	
d) Other Payments					
PCC Associated Funds	-	-	-	-	
Total Payments	57,839	28,457	86,296	76,422	

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

3. Accounting Policies:
 - The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
 - Unrestricted 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 purpose of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.
 - Restricted funds represent donations or grants received for a specific purpose. These funds may only be expended on the specific purpose for which they were given. The nature of particular funds is disclosed in more detail in Note 12 to the financial statements.
 - Fixed Assets - All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure. Individual items of equipment are written off to the receipts and payments account when the asset is acquired.
4. Receipts: Although a gift aid claim has been made for Q4 (Oct-Dec) for donations eligible for gift aid not made through the Parish Giving Scheme, the payment from HMRC was received in January 2023 and hence is not included in these accounts.
5. As in 2021, donations and appeals income has been included in Sundry donations.
6. As in 2021, PCC associated funds expenditure has been shown under Church activities expenditure.
7. Fixed assets are not depreciated under receipts and payments accounting.
8. Short term deposits reflect money held on deposit with the Central Board of Finance of the Church of England.
9. There is no amount shown in Other Creditors as the funds shown in the 2021 accounts which were not used by Kick London in the first half of 2022 were returned to the grant giving body, Welcare Hounslow.

10. There are Project Grow Loans from two Church Members, both restricted for use for Project Grow. These initially totalled £100k, advanced on an interest free basis, of which £42,000 has been repaid. Each loan is subject to a loan agreement. These loans are both to be repaid by 2024.
11. There is also a Project Grow Loan, initially £10k, from the Kensington Area of the diocese, again interest free, of which £4,000 has been repaid. This loan is also subject to a loan agreement. It is to be repaid at £2,000 per year over 5 years.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

12. Analysis of Fund Movements

	Fund B/fwd £	Income £	Expenditure £	Fund Transfers £	Fund C/fwd £
Unrestricted Funds					
General Fund	29,830	110,477	57,750	(46,884)	35,673
Roger Casson Legacy Fund	5,011	-	-	-	5,011
Holiday Club	-	-	-	-	-
Men's Supper Club	-	-	-	-	-
Friends Group	25	342	89	(154)	125
Scramblers	40	-	-	-	40
Little Stars	-	-	-	-	-
Explorers	40	-	-	-	40
The Hub	-	-	-	-	-
Lunch Club	14	-	-	(14)	-
Coffee Morning	50	-	-	(10)	40
Total Unrestricted Funds	35,010	110,819	57,839	- 47,062	40,928
Restricted Funds					
Project Grow Fund	(106,024)	8,224	-	34,500	(63,300)
Children/Fam Worker's Fund	-	11,000	11,189	189	(0)
Garden Fund	-	2,280	10,712	8,600	168
Technology Fund	-	1,000	1,265	265	-
35 Oxford Way Repairs Fund	2,333	-	517	-	1,816
Flowers Fund	2	304	277	-	28
Special Charity Donations	133	1,276	4,497	3,508	420
PCC Associated Functions Fund	253	-	-	-	253
Total Restricted Funds	(103,303)	24,083	28,457	47,062	(60,615)
Total Funds	(68,293)	134,902	86,296	-	(19,687)

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Unrestricted Funds

General Fund

The general fund represents funds for the general use of the PCC. It reflects all the funds available to the PCC, other than those designated for another purpose by the PCC or restricted by donors.

Traditionally the PCC has kept a cash balance sufficient to cover expenses for 3 months to cope with a drop in the level of giving or some unforeseen expenditure.

Roger Casson Legacy Fund

The Roger Casson legacy fund was set up to hold the legacy from the estate of the late Roger Casson. The PCC would like to use these funds to both commemorate the life of Roger and also support the future work of the church. During 2020, the PCC decided to spend some of the remaining funds on exterior lighting, the remaining half of which has been paid for in 2021.

Holiday Club

Holiday club is one of the core mission activities of the church. Hence, in 2017, Holiday Club income and expenditure was transferred to the General Fund. This fund was unused in 2022 because no Holiday Club was possible.

PCC Associated Funds (Church Groups funds)

Following discussion, the PCC felt that the income and funds held by the various groups of St Richards Church are by nature designated, rather than restricted, as the groups are part of the core mission of the church. Hence the funds of active groups were transferred from restricted funds to designated funds in 2017. All of these groups have now decided to transfer some or all of their fund balances to the General Fund. Designated funds are maintained to account for the small agreed floats maintained by most of the groups. The Friends Group banked its excess cash in early January 2023, hence exceptionally the designated fund shows that excess cash as well as its float at the end of 2022.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Restricted Funds

Project Grow Fund

The Project Grow fund represents funds that have been donated to provide for the church building project. Income now comes from free-will offerings specifically for Project Grow. The expenditure in 2022 is entirely to pay off the loans. For this purpose, it is now topped up as necessary from the General Fund.

Children and Family Worker's Fund

The Children and Family Worker's fund represents the restricted grants that contributed to the costs of the children and family outreach work. The grants received from the Hampton Fund and Welcare Hounslow were used to pay the salary costs and offset the Children and Families Worker expenses. A small top-up was made from the General Fund to cover some expenses that took expenditure beyond the value of the grants.

Garden Fund

The PCC decided to set up a Garden Fund in 2022 to provide for the development of the prayer garden and an appeal was made for donations specifically for this purpose. All garden expenditure was charged to this fund, but donations fell well short of the expenditure, so the fund was topped up from the General Fund.

Technology Fund

Early in 2022 a grant was made from a Church Member specifically for streaming technology. The restricted Technology Fund was set up to hold this grant and to pay for expenditure on streaming and related audio/visual technology. The expenditure slightly exceed the grant, so a top up was required from the General Fund.

35 Oxford Way Repairs Fund

The 35 Oxford Way Repairs fund was set up to hold previous non-missionary rental income from 35 Oxford Way. It is required by the Diocese that this money is set aside to cover the repair costs of the property. During 2022, there were some repair costs charged to this fund. The property is currently rented out and the rent goes into the General Fund to defray upkeep costs met from the General Fund.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Flowers Fund

The Flowers fund represents church member's donations given to cover the costs of flowers for special services; mostly, Easter, Harvest and Christmas. The fund is topped up as necessary from the General Fund.

Associated Functions Fund

The associated functions fund represented monies raised and expended for community projects affiliated to the church. During 2018, a donation of £300 was given specifically to buy equipment for the older young people's group at the time. In 2021, it was agreed with the donor that this could be used for equipment for the Explorers and Adventurers groups. However, there has been no relevant equipment expenditure in 2022.

Special Charity Donations

The Special Charity Donations fund represents monies raised by the church to support various charities. Donations made during the year are shown in note 2 to the accounts. In 2022, funds were raised for Sheepfold in Bethlehem, Tear Fund, the Children's Society, the Bishop of Kensington's Easter appeal for projects related to knife crime, St Richard's Primary School (LDBC Scheme of Work Christian Resources) and Shooting Star Hospice. These have been input to this Special Charity account for transparency, before then being paid to the charities, particularly because the donations include money given in response to specific appeals and the Church's giving in 2022 of 5% of its non-restricted free-will offerings received in 2021.

Independent Examiner's Report to the Parochial Church Council of St. Richard of Chichester, Hanworth

I report on the accounts for the year ended 31 December 2022 which are set out on pages 2 to 12.

Respective responsibilities of the Trustees and the Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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


.....
Donna Cooksley FCCA

Date: 15/03/23.....

Parochial Church Council of St. Richard of Chichester, Hanworth **Financial Statements for the Year Ended 31 December 2022**

Receipts and Payments Accounts

		Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Receipts	1				
Voluntary Income	1a	74,379	24,068	98,447	102,487
Activities for generating funds	1b	841	15	856	307
Income from investments	1c	5,223	-	5,223	2,092
Income from church activities	1d	30,376	-	30,376	24,127
Other incoming resources	1e	-	-	-	-
Total Receipts		110,819	24,083	134,902	129,014
Payments	2				
Church activities	2a	56,486	28,457	84,943	75,960
Costs of generating funds	2b	471	-	471	-
Governance costs	2c	882	-	882	462
Other payments	2d	-	-	-	-
Total Payments		57,839	28,457	86,296	76,422
Excess of receipts over payments		52,980	(4,374)	48,606	52,592
Transfers between funds	12	(47,062)	47,062	-	-
Changes in liabilities		-	(50,000)	(50,000)	(37,669)
		5,918	(7,312)	(1,394)	14,922
Cash and banked funds on 1 January	11	35,010	10,697	45,707	30,785
Cash and banked funds on 31 December	11	40,928	3,385	44,313	45,707
Non cash adjustments		-	-	-	-
Net Movement in Funds	11, 13	5,918	42,688	48,606	52,592
Funds b/fwd @ 1 January 2022	12, 13	35,010	(103,303)	(68,293)	(120,885)
Funds c/fwd @ 31 December 2022	11, 13	40,928	(60,615)	(19,687)	(68,293)

Parochial Church Council of St. Richard of Chichester, Hanworth

Statement of Assets and Liabilities as at 31 December 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Fixed Assets					
Tangible fixed assets	7	-	-	-	-
Cash funds					
Cash at bank and in hand		23,626	3,385	27,011	28,629
Short term deposits	8	17,302	-	17,302	17,078
		40,928	3,385	44,313	45,707
Liabilities					
Other Creditors	9	-	-	-	8,000
Loans	10, 11	-	64,000	64,000	106,000
		-	64,000	64,000	114,000
Net Current Assets / (Liabilities)		40,928	(60,615)	(19,687)	(68,293)
Total Net Assets / (Liabilities)		40,928	(60,615)	(19,687)	(68,293)
Represented By					
Funds					
Unrestricted		40,928	-	40,928	35,010
Restricted		-	(60,615)	(60,615)	(103,303)
		40,928	(60,615)	(19,687)	(68,293)

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

1. Receipts

	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
a) Voluntary Income				
Planned giving: declared as Gift Aid	49,221	6,285	55,506	60,206
Income tax recoverable on Gift Aid	13,922	1,990	15,912	17,807
Non Gift Aid free will offerings	1,598	222	1,821	1,437
Plate collections	839	-	839	306
Sundry donations & legacy	5,051	3,572	8,622	9,337
Grants	3,747	12,000	15,747	13,394
	<u>74,379</u>	<u>24,068</u>	<u>98,447</u>	<u>102,487</u>
b) Activities for Generating Funds				
Fund-raising activities	256	15	271	307
Functions & events	585	-	585	-
	<u>841</u>	<u>15</u>	<u>856</u>	<u>307</u>
c) Income from Investments				
Rent (35 Oxford Way)	4,998	-	4,998	2,083
CBF deposit interest	225	-	225	9
	<u>5,223</u>	<u>-</u>	<u>5,223</u>	<u>2,092</u>
d) Income from Church Activities				
Church hall letting	25,501	-	25,501	21,678
Bookstall	205	-	205	97
Fees - weddings & funerals	622	-	622	990
Church activities income	4,048	-	4,048	1,257
Holiday club & youth mission	-	-	-	105
	<u>30,376</u>	<u>-</u>	<u>30,376</u>	<u>24,127</u>
e) Other Incoming Resources				
PCC associated funds	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Receipts	<u>110,819</u>	<u>24,083</u>	<u>134,902</u>	<u>129,014</u>

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

2. Payments

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £	
a) Church Activities					
Donations					
Overseas mission societies	-	1,450	1,450	500	Sheepfold
Relief & development agencies	-	1,530	1,530	400	Tear Fund
Home missions & church societies	-	517	517	240	Children's Society etc
Secular charities	-	1,000	1,000	-	Shooting Star Hospice
Gifts	88	-	88	54	
Total Donations	88	4,497	4,585	1,194	
Diocesan Common Fund contribution	20,000	-	20,000	11,000	
Vicar, Curate and Reader's expenses	206	-	206	356	
Children Worker's salary	1,798	9,754	11,552	10,503	
Children Worker's related expenses	528	1,435	1,963	1,662	
Training & associated literature	246	-	246	-	
Total Staff Related Costs	22,778	11,189	33,966	23,521	
Upkeep of church services	1,349	277	1,626	1,148	
Church activities expenditure	2,062	-	2,062	1,089	
Youth Mission & holiday club	423	-	423	591	
Total Church Activities Costs	3,834	277	4,112	2,828	
Church running expenses	5,979	-	5,979	5,513	
Fees - cleaning/organist	7,645	-	7,645	7,079	
Expenditure on bookstall	310	-	310	513	
Web site, affiliation fees & literature	828	-	828	634	
Printing, stationery, telephone, etc	3,597	-	3,597	3,319	
Total Church Running Costs	18,359	-	18,359	17,058	
Church maintenance	4,994	10,712	15,706	13,948	
Vicarage costs	435	-	435	502	
35 Oxford Way costs	4,685	517	5,202	5,762	
Furnishings & equipment	1,313	1,265	2,578	2,080	
Total Maintenance Cost	11,427	12,494	23,922	22,292	
Project grow expenses	-	-	-	9,066	
Total Church Activities	56,486	28,457	84,943	75,960	
b) Costs of Generating Funds					
Functions & events	471	-	471	-	
c) Governance Costs					
Payroll Service Fee	400	-	400	-	
PCC support costs	430	-	430	440	
Bank Charges	52	-	52	22	
Total Governance Costs	882	-	882	462	
d) Other Payments					
PCC Associated Funds	-	-	-	-	
Total Payments	57,839	28,457	86,296	76,422	

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

3. Accounting Policies:
 - The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
 - Unrestricted 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 purpose of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.
 - Restricted funds represent donations or grants received for a specific purpose. These funds may only be expended on the specific purpose for which they were given. The nature of particular funds is disclosed in more detail in Note 12 to the financial statements.
 - Fixed Assets - All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure. Individual items of equipment are written off to the receipts and payments account when the asset is acquired.
4. Receipts: Although a gift aid claim has been made for Q4 (Oct-Dec) for donations eligible for gift aid not made through the Parish Giving Scheme, the payment from HMRC was received in January 2023 and hence is not included in these accounts.
5. As in 2021, donations and appeals income has been included in Sundry donations.
6. As in 2021, PCC associated funds expenditure has been shown under Church activities expenditure.
7. Fixed assets are not depreciated under receipts and payments accounting.
8. Short term deposits reflect money held on deposit with the Central Board of Finance of the Church of England.
9. There is no amount shown in Other Creditors as the funds shown in the 2021 accounts which were not used by Kick London in the first half of 2022 were returned to the grant giving body, Welcare Hounslow.

10. There are Project Grow Loans from two Church Members, both restricted for use for Project Grow. These initially totalled £100k, advanced on an interest free basis, of which £42,000 has been repaid. Each loan is subject to a loan agreement. These loans are both to be repaid by 2024.
11. There is also a Project Grow Loan, initially £10k, from the Kensington Area of the diocese, again interest free, of which £4,000 has been repaid. This loan is also subject to a loan agreement. It is to be repaid at £2,000 per year over 5 years.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

12. Analysis of Fund Movements

	Fund B/fwd £	Income £	Expenditure £	Fund Transfers £	Fund C/fwd £
Unrestricted Funds					
General Fund	29,830	110,477	57,750	(46,884)	35,673
Roger Casson Legacy Fund	5,011	-	-	-	5,011
Holiday Club	-	-	-	-	-
Men's Supper Club	-	-	-	-	-
Friends Group	25	342	89	(154)	125
Scramblers	40	-	-	-	40
Little Stars	-	-	-	-	-
Explorers	40	-	-	-	40
The Hub	-	-	-	-	-
Lunch Club	14	-	-	(14)	-
Coffee Morning	50	-	-	(10)	40
Total Unrestricted Funds	35,010	110,819	57,839	- 47,062	40,928
Restricted Funds					
Project Grow Fund	(106,024)	8,224	-	34,500	(63,300)
Children/Fam Worker's Fund	-	11,000	11,189	189	(0)
Garden Fund	-	2,280	10,712	8,600	168
Technology Fund	-	1,000	1,265	265	-
35 Oxford Way Repairs Fund	2,333	-	517	-	1,816
Flowers Fund	2	304	277	-	28
Special Charity Donations	133	1,276	4,497	3,508	420
PCC Associated Functions Fund	253	-	-	-	253
Total Restricted Funds	(103,303)	24,083	28,457	47,062	(60,615)
Total Funds	(68,293)	134,902	86,296	-	(19,687)

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Unrestricted Funds

General Fund

The general fund represents funds for the general use of the PCC. It reflects all the funds available to the PCC, other than those designated for another purpose by the PCC or restricted by donors.

Traditionally the PCC has kept a cash balance sufficient to cover expenses for 3 months to cope with a drop in the level of giving or some unforeseen expenditure.

Roger Casson Legacy Fund

The Roger Casson legacy fund was set up to hold the legacy from the estate of the late Roger Casson. The PCC would like to use these funds to both commemorate the life of Roger and also support the future work of the church. During 2020, the PCC decided to spend some of the remaining funds on exterior lighting, the remaining half of which has been paid for in 2021.

Holiday Club

Holiday club is one of the core mission activities of the church. Hence, in 2017, Holiday Club income and expenditure was transferred to the General Fund. This fund was unused in 2022 because no Holiday Club was possible.

PCC Associated Funds (Church Groups funds)

Following discussion, the PCC felt that the income and funds held by the various groups of St Richards Church are by nature designated, rather than restricted, as the groups are part of the core mission of the church. Hence the funds of active groups were transferred from restricted funds to designated funds in 2017. All of these groups have now decided to transfer some or all of their fund balances to the General Fund. Designated funds are maintained to account for the small agreed floats maintained by most of the groups. The Friends Group banked its excess cash in early January 2023, hence exceptionally the designated fund shows that excess cash as well as its float at the end of 2022.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Restricted Funds

Project Grow Fund

The Project Grow fund represents funds that have been donated to provide for the church building project. Income now comes from free-will offerings specifically for Project Grow. The expenditure in 2022 is entirely to pay off the loans. For this purpose, it is now topped up as necessary from the General Fund.

Children and Family Worker's Fund

The Children and Family Worker's fund represents the restricted grants that contributed to the costs of the children and family outreach work. The grants received from the Hampton Fund and Welcare Hounslow were used to pay the salary costs and offset the Children and Families Worker expenses. A small top-up was made from the General Fund to cover some expenses that took expenditure beyond the value of the grants.

Garden Fund

The PCC decided to set up a Garden Fund in 2022 to provide for the development of the prayer garden and an appeal was made for donations specifically for this purpose. All garden expenditure was charged to this fund, but donations fell well short of the expenditure, so the fund was topped up from the General Fund.

Technology Fund

Early in 2022 a grant was made from a Church Member specifically for streaming technology. The restricted Technology Fund was set up to hold this grant and to pay for expenditure on streaming and related audio/visual technology. The expenditure slightly exceed the grant, so a top up was required from the General Fund.

35 Oxford Way Repairs Fund

The 35 Oxford Way Repairs fund was set up to hold previous non-missionary rental income from 35 Oxford Way. It is required by the Diocese that this money is set aside to cover the repair costs of the property. During 2022, there were some repair costs charged to this fund. The property is currently rented out and the rent goes into the General Fund to defray upkeep costs met from the General Fund.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Flowers Fund

The Flowers fund represents church member's donations given to cover the costs of flowers for special services; mostly, Easter, Harvest and Christmas. The fund is topped up as necessary from the General Fund.

Associated Functions Fund

The associated functions fund represented monies raised and expended for community projects affiliated to the church. During 2018, a donation of £300 was given specifically to buy equipment for the older young people's group at the time. In 2021, it was agreed with the donor that this could be used for equipment for the Explorers and Adventurers groups. However, there has been no relevant equipment expenditure in 2022.

Special Charity Donations

The Special Charity Donations fund represents monies raised by the church to support various charities. Donations made during the year are shown in note 2 to the accounts. In 2022, funds were raised for Sheepfold in Bethlehem, Tear Fund, the Children's Society, the Bishop of Kensington's Easter appeal for projects related to knife crime, St Richard's Primary School (LDBC Scheme of Work Christian Resources) and Shooting Star Hospice. These have been input to this Special Charity account for transparency, before then being paid to the charities, particularly because the donations include money given in response to specific appeals and the Church's giving in 2022 of 5% of its non-restricted free-will offerings received in 2021.