

The Parish and Borough Church of

# **St Mary, Harrow on the Hill**

## **Report of the Parochial Church Council January to December 2021**

St Mary's is part of the Diocese of London within the Church of England

Vicar: The Revd James Power, BSc, BA.

Correspondence address:

St Mary's Parish Office, Church Hill, Harrow on the Hill, HA1 3HL

Charity Commission Registration Number: 1130328

## **Structure, Governance and Management**

The Parochial Church Council of the Ecclesiastical Parish of St Mary, Harrow on the Hill, (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. It is supported by a number of committees which make recommendations for its consideration. The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC only met 4 during the year.

The PCC is a charity registered with the Charity Commission; each PCC member is a trustee.

### **Officers of the PCC**

Clergy: Chairman  
Clergy  
Clergy  
Lay Vice Chairman

The Revd James Power  
The Revd Alison Christian  
The Revd Graham Dale  
Pauline Chandler

Churchwardens

Jane Hurley  
Matthew Biggs

Hon. Secretary  
Hon. Treasurer  
Parish Safeguarding Officer

Keith Grout  
Roger Horne  
Matthew Biggs

### **Members of the PCC**

Kim Barlow  
Douglas Dodd  
Lynne Grout  
David Muriss  
Christine Williams  
Kellie Reilly  
Jonathan Burns  
Judith Shepherd  
Emma Marfe

### **Committees and Chair**

Standing and Policy  
Finance and General Purposes  
Worship and Education  
Care and Outreach  
Stewardship

The Revd James Power  
Pauline Chandler  
vacancy  
Lynne Grout  
Kim Barlow

### **Banks**

HSBC, 31 Holborn Circus, London EC1N 2HR

### **Hon. Legal Adviser**

J. Kennedy Solicitors, 59-61 High Street, Harrow, HA1 3HT

### **Independent Examiner**

Michael Liddiard, 12 The Gardens, Peterborough Road, Harrow on the Hill

### **Reserve Fund Policy**

In the Statement of Financial Activity funds are defined as Restricted or Unrestricted, and within the latter there are designated, reserve and general funds. The keeping of reserves is part of our commitment to maintain St Mary's (a Grade I listed building) as a place of worship and it is PCC policy to maintain a general unrestricted reserve of at least one year's current expenditure (c£130,000). After adding in the year's surplus on current account and unrealised investment gains general and reserve funds amount to £187,078

### **Objectives and Activities**

- Our primary objective is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Mindful of being the Borough Church we aim to demonstrate Christ's love by showing our concern in a variety of ways for the wider community in the London Borough of Harrow recognising its multi-faith identity, our parishioners and the congregation.
- Promoting, within the parish, the whole mission of the Church: liturgical, spiritual, educational, pastoral, evangelistic, social and ecumenical.
- Seeking to work in partnership with other churches and institutions but most particularly with Harrow School recognising the historical relationship
- The maintenance and development of a Grade I listed building and churchyard as a house of peace and prayer for all people.

## **VICAR'S REPORT**

My report for 2020 was extensive and long but it covered “as many bases as possible” given that the pandemic had taken hold and much “normal” activity had been curtailed with the result that many committees had not met and were invited to forego writing full reports. This year most if not all those committees have been able to oversee some activity although the year has continued to be blighted by the restrictions necessary to keep covid under some control. Indeed, the year began with significant concern over a rise in “delta variant” cases with the result that weekly worship returned to the exclusively “on-line” world. Although some churches closed again immediately after Christmas, we celebrated the Epiphany with the intention of then taking a break until Ash Wednesday; in the event, public worship remained suspended until Easter Day.

Thankfully, churches were not expected to close their doors completely as they had been in the “first lockdown” and I remain very grateful to the many people who volunteered to act as welcomers on the days we were able to keep the building open. The numbers visiting once more reminded us of the use to which the church is put and the appreciation in which it is held. The responsibility of caring for a Grade I listed building is immense and arguably more than a voluntary organisation can be expected to fulfil but St Mary's remains “an instrument of mission” and the challenge to develop it as a place of pilgrimage remains.

The financial implications of reduced congregations, a lack of casual visitors, no letting revenue and no major fundraising events (Summer fetes and Christmas fairs) over the past two years have been serious. The challenge to increase the money raised through planned giving remains. We can be grateful for the revenue raised through the increased use of the site for filming and indeed these monies have assisted greatly in not incurring significantly higher deficits. The financial part of this Annual Report needs careful and prayerful consideration especially at a time when personal and domestic finances are under pressure but it remains essential to recognise that our responsibilities to our Christian community must remain a high priority if we are to take our faith seriously: “For where your treasure is, there will your heart be also.” *Matthew 6:21* The financial health of St Mary's owes a debt of gratitude to Roger Horne, Treasurer and to Michael and Pauline Chandler for overseeing the banking, planned giving and gift aid.

It is gratifying to acknowledge that these months of pandemic have not all been negative with regard to new initiatives and growth. The Creation Group which has grown out of an Advent Study group meeting in 2020 has laid firm foundations for future. “Plastic-Less” Lent was supported by displays which confronted people with the sheer volume of plastic modern life seems to rely upon. Nature trails and the construction of a “bug hotel” made a more focused use of the Churchyard and a series of “litter-picks” not only collected bags of rubbish but brought some visibility to work which benefits the whole community. The particular impetus this year was the COP26 meeting which took place in Glasgow in November. The Creation Group led a Christian Aid Sunday Service on the theme of the climate emergency and our own Climate Sunday, as requested by the organisers of COP26, was held on Lammas Day, 1 August. The Sundays following the Patronal Festival in September were kept as Creation-tide culminating in Harvest Festival on the first Sunday of

October when there was a particular focus on collecting food and funds for Harrow Foodbank. The energy and commitment of Emma Marfe in directing a very enthusiastic Creation Group deserves our respect and deep thanks.

One of the suggestions emerging from a greater appreciation of the natural world is a greater use, where possible, of worship outside. This also has some benefits in coping with the challenges of Covid! We are fortunate in having a beautiful churchyard carefully and lovingly cared for by a small group of committed volunteers some of whom would not consider themselves to be regular “church-goers”. Their contribution cannot be overstated; their hard work provided a most wonderful back-drop for our open-air Easter morning Eucharist. The weather helped, which, along with the “novelty value”, attracted a gathering of almost 200 people. Using the table tomb on the south side of the church as an altar with the wooden crosses which had been installed for Holy Week in the background provided a perfect Eucharistic setting. We repeated the event a week later before returning inside for the third Sunday of Easter and thence we stayed until Christmas and the appearance of the omicron variant, to which I succumbed myself. The heightened level of anxiety and the necessity of my isolation led to the cancellation of the Christmas Eve Crib Service and Midnight Eucharist. The planned return of the Festival of Nine Lessons and Carols on the Fourth Sunday of Advent was not to be and a truncated singing of carols outside on a chilly evening once again attracted a gathering of some 200 people! Thankfully the Sunday School Nativity tableau had taken place on the Third Sunday of Advent.

The Sunday School is “small but well formed” under the committed leadership of Kellie Reilly whose creativity and endless positivity has singlehandedly ensured that it has continued to provide, in an impressive manner, for our youngest worshippers. I know she would want to thank Kay Crotty and the parents of the children involved as well.

It is some time since the “ordained” ministry team at St Mary’s has been any more than the Vicar! This year it has trebled! The Revd Alison Christian has joined the team with a special brief for the development of study and prayer groups and it has been a joy to welcome the Revd Graham Dale as our newly ordained deacon and his wife, Gilly who is a doctor. Graham is joining us as a self-supporting minister, spending the greater part of the week working at the Institute of Chartered Accountants. He has already made his mark with his well-considered sermons delivered in a strong Scottish accent! His ordination was delayed by covid as he became a victim of what had become known as the “ping-demic”, identified as one who had come into contact with covid and then “pinged” on the NHS Covid app.

Much of the pastoral care conducted by the parish is “hidden” involving individual visits, or more frequently over the period of the lockdown, telephone contact. Lynne Grout, who has herself been isolating for much of the period has overseen a programme of contact which has been much appreciated.

Throughout the year, the musical life of St Mary’s has continued under Tim Smith’s direction. The Choir Whatsapp Group has been both a source of social communication as well as pastoral support. It was a particular asset to have the choir singing the hymns even when full congregational singing was not permitted. While it is so much better to be able to sing there is a value to listening to the words while contemplating their meaning in a manner not always possible when singing.

In addition to Tim, Maria Theresa Pereira, our cleaner, and Keith Grout, the Parish Secretary complete our group of employed staff. Their continued commitment over these past two years is much appreciated.

I take this opportunity of thanking the Church Wardens, Jane Hurley and Matthew Biggs and the rest of the Parochial Church Council for their attention to all aspects of church life. It was particularly good to welcome the Archdeacon of Northolt, the Ven. Catherine Pickford, to preach on Sunday 25 July, the Feast of St James, on which occasion, she admitted Matthew to the role of Church Warden.

It is to be hoped that as restrictions now lift we can finally look to the future with real hope. In the coming year, the building will continue to require our time and energy not least in the Save the Spire Campaign to raise the required funds for re-leading the spire. The sound system is still in need of replacing and the grant received from Harrow Council for the restoration of the Peachy Stone needs spending.

The Mission Action Plan is still in need of review and eventual re-drafting and the promising work on study, prayer and fellowship groups needs further development. In the coming Platinum Jubilee year which coincides with Harrow School's celebration of the 450<sup>th</sup> anniversary of the granting of its charter, St Mary's will continue to play an iconic role in the life of the local community as the place where people gather to seek God and acknowledge the eternal realities. In that respect, Harrow, the meaning of which is "sacred space", continues to be place where human beings find connection with our Creator God revealed most fully in Jesus Christ.

James Power

March 2022

## Stewardship Report

Covid restrictions have seriously impacted on the work of the Stewardship committee in the last twelve months. However numerous events are now in the planning.

**Christmas Fair December 4 December 2021** was cancelled and replaced by a Christmas Coffee morning. Pauline Chandler also organised Advent Sunday morning sales. Which were extremely successful. Thank you to those who signed up to help.

**The joint Spire Appeal with Spirewatch;** sadly the reception to launch the appeal was cancelled a second time due to Covid restrictions. A secondary launch was planned at the Civic Service which was again cancelled due to covid. The appeal has now launched and over £5,000 donated.

- 2 banners are inside the Church
- A banner is permanently outside the Church to attract the attention of all those walking through the Church grounds.
- An information leaflet has been printed.
- Lead pieces are being produced for sale.
- Mathew is completing the Faculty application
- Apostle Consulting are being appointed to help with Grant applications
- The website has been update and all advertising has QR codes and just giving links

Special thanks to Pauline Chandler and Christine Williams for all their hard work.

### **Spire Fundraising events planned:**

- Colin Stone concert
- Jane Hurley is organising Queen's Jubilee Tea and A Sponsored Walk
- 2023 An Evening with Kate Burley(in conjunction with Spirewatch) who will also publicise the appeal on her show.

The committee would be very happy to receive any further fund raising suggestions/offers.

**Harrow School 450<sup>th</sup> Anniversary** Saturday April 30 ; Alison Christian and Judith Shepherd are organising events in and around the Church and this will enable some fundraising such as selling of the small lead tiles.

### **Fundraising events for general funds**

- April Bag Drop Fundraiser – weighing in of old clothing, bath and bed linen to be sold for recycling.
- June Summer Fete.
- December Christmas Fair.
- 2023 Wine Tasting Dinner.

Roger Horne is working very hard to improve the Sum Up machine to make donations at services more simple and effective for those choosing to make donations by card.

Alison Christian has kindly compiled a Programme of Events and we will work with her to keep this updated.



## Finance and General Purposes Report

The committee met monthly throughout the year (except in August) mostly via Zoom.

The pandemic had a profound effect on the finances and work on the fabric during the year. St. Mary's ended 2021 with an excess of expenditure over income. We must try to remedy this situation. Our regular income from Planned Giving was reduced by 2.82% following last year's drop of 6.78%. Please see the Treasurer's Report for full details.

A Card Reader, JustGiving and QR Codes are now in use to increase the methods of donation to St. Mary's or to the Spire Appeal.

The continuing difficulty at St. Mary's of the regular income not meeting regular expenditure will need careful scrutiny and action once life returns to some form of normality. St. Mary's does not pay the full Common Fund as we do not have a full-time Vicar with the associated costs of a Vicarage. This needs to be addressed before the Parish can consider reverting to a full-time Vicar with a Vicarage. Please give these matters your prayerful consideration.

The routine maintenance of and non-routine work on the buildings is shown in the list below.

*(The numbers refer to the Contractors which are named after the list.)*

- Security:** The Intruder Alarm System which includes the Roof Alarms was updated to provide more effective cover. (5)  
The Fire Alarm, detectors and extinguishers were routinely checked. (5)  
The Fire Alarm was tested regularly. (10)  
The Lightning Conductors were checked and found satisfactory and the certificates issued. (4)
- The white line edging to external steps was repainted. (10)  
Internal and external light bulbs were replaced as required. (10)
- Electrical:** Routine Circuit Inspections took place, identified faults rectified and the relevant certificate issued. (1)  
The Electrician has advised that, due to the age and complexity of the cabling, routine Inspections should be carried out every three years rather than the current five years.  
A possible fault in the main inlet cable is being investigated by UK Power Networks.
- Fabric:** All gutters, downpipes and drains were inspected and cleared at regular intervals. (2 & 10)  
Minor repairs and maintenance were undertaken as required. (2 & 10)  
The number of death watch beetles was checked (10)  
The south door west buttress was repaired (7) with most of the cost being covered by Spirewatch.  
Crumbling stonework in the tower staircase newel; post was replaced. (7)  
Storage boxes have been installed under the benches in the Ringing Chamber. The cost was met by the Ringing Guild of St. Mary. (2)  
A new flagpole was erected. The cost was met by Beacon Comms and Arqiva as the flagpole houses an aerial. (9)  
Temporary repairs were carried out on the tiled roofs over the Chancel and Peace Chapel to rectify leaks (8)  
The pew cushions were cleaned and sanitised before return to use. (11)
- Heating:** The boiler in Church and the Church Room boiler were serviced. Gas Safety Certificate were issued. A faulty pump was replaced. (3)
- Churchyard:** The volunteer gardeners continued to maintain the upper and lower Churchyard (10)  
Harrow School Conservation Group continued, when possible, to work in the lower Churchyard. (10)

**Miscellaneous:** The organ and organ blower were routinely inspected (6)

### **Contractors**

1. MRD Electrical Services, 25, Acacia Avenue, Ruislip, HA4 8RQ
2. P&J Enterprises, 2, Old Grove Close, EN7 6UN
3. G&D Higgins, Masters House, Marlborough Hill, Harrow, HA1 1UX
4. Omega Red Group Ltd. Blenheim Industrial Estate, Nottingham, NG6 8WA
5. Technica Systems Ltd, Technica House, 3-7, Clifford Road, Alperton, HA0 1BZ
6. Watkins & Watson Ltd. 141, Blandford Road, Poole, BH15 4AT
7. DBR Ltd. Scaffold House, Consort Road, London, SE15 2PH
8. Aqua Roofing & Building Ltd. The Old Bakery, Grange Gardens, Pinner, HA5 5QB
9. Harrison Flagpoles
10. In house volunteers
11. Smart Guys, 4, Whittington Way, Pinner, HA5 5JT

### **Future Plans**

During 2022 the Committee will, apart from its on-going responsibilities for monitoring income and expenditure and for maintaining the buildings and grounds, consider the following:-

- a) Repairs to the Spire.
- b) Introduction of a rope handrail in the tower staircase.
- c) Repairs to the drainage system
- d) The repaving of the south porch
- e) Plans to increase the number of spaces for plaques in the Garden of Remembrance as and when this becomes necessary, and funds become available.
- f) Repairs to the 'Peachey Stone'.

Pauline Chandler  
3<sup>rd</sup> February 2022

### **Electoral Roll**

At the end of December 2021 there were 118 names on the electoral roll of which lived within the parish and 73 outside.

## **Safeguarding Report**

At the Parish and Borough Church of St Mary, Harrow on the Hill, the Parochial Church Council recognises that the few who are determined to harm children or adults, deliberately seek out groups or organisations where they can meet children or other vulnerable people; the Church is particularly vulnerable to these people.

Creating and maintaining a safeguarding culture will discourage them from becoming involved in Church for the wrong reasons and will make it difficult for them to harm or abuse children or adults if they do.

In order to assist with the creation of a positive safeguarding culture, the Parochial Church Council has:

Appointed:

- One appropriately experienced designated Parish Safeguarding Officer (PSO) to work with the incumbent and PCC. Both he and the DBS Evidence Checker are lay persons.
- The PSO is supported, trained and given a copy of the parish safeguarding policy and procedures;

Complied with the “Safer Recruitment” practices by:

- Appointing all church officers who work with children, young people and/or vulnerable adults are recruited in line with the principles outlined in House of Bishops’ Safer Recruitment practice guidance including regular DBS applications. Further work will be needed to continue to review practice in line with changing diocesan guidance.
- Offering individuals access to safeguarding training and support;
- Ensuring that individuals have undertaken the requisite levels of training in accordance with the chart set out in the Parish Safeguarding Handbook;
- Issuing all trained individuals with the current wallet-sized Safeguarding Contact Card;
- Providing appropriate insurance to cover for all activities undertaken in the name of the PCC which involve children and vulnerable adults, namely Ecclesiastical Insurance Group’s “Parishguard” policy;

Displayed:

- A formal statement of adoption of the House of Bishops ‘Promoting a Safer Church; safeguarding policy statement’ which signed on behalf of the PCC, presented at the APCM as part of this report and displayed on the website;
- Contact details of the local leaders;
- Contact details of the Parish Safeguarding Officer, the Children’s Champion and the Diocesan Safeguarding Team – including phone, email and website details and Information about where to get help with child and adult safeguarding issues, domestic abuse and key helplines e.g. ChildLine;
- A hard copy of the Diocese Safeguarding Manual ‘A Safer Church’ which acts as our Parish Safeguarding Handbook;

Responded by:

- Promoting an environment, which is welcoming and respectful and enables safeguarding concerns to be raised and responded to openly, promptly and consistently;

Agreed policies and procedures to:

- Deal promptly with safeguarding allegations or suspicions of abuse in accordance with the relevant policy and practice guidance and in consultation with the Diocesan Safeguarding Adviser;
- Report all safeguarding concerns or allegations against church officers to the Diocesan Safeguarding Adviser;
- Ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser;
- Comply with all data protection legislation especially in regard to storing information about the 'church workforce', which includes volunteers and any safeguarding records;
- Provide an "activity risk assessment" tool for each those involved in activities associated with either children or vulnerable adults, and run in the name of the Church.

Reviewed and Reported Progress by:

- Inviting the PSO to regularly report on safeguarding in the parish. Safeguarding has been added as a standing agenda item at each PCC meeting and Finance & General Purposes PCC Sub-committee meeting.
- Reporting to the APCM in an annual report in relation to safeguarding. In the PCC's annual report will be a statement which reports on progress and a statement as to whether or not the PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding.

Supported the Hiring of Church Premise by:

- Developing and updating its agreement with any person/body wishing to hire church premises stating whereby the person/body hiring the premises agrees:
  - to comply with the relevant safeguarding guidance issued by the House of Bishops and the diocese;
  - ensure that children and vulnerable adults are protected at all times, relevant staff have had appropriate DBS checks and that all reasonable steps have been taken to prevent injury, illness, loss or damage occurring;
  - ensure that all those hiring church premises carry full public liability insurance for this, or are covered through the church insurance (for example hire for a children's party).

### Support & Compliance Assurance:

The measures identified in the list above are checked triennially during the archdeacon's visitations and annually via the return of the Parish Safeguarding Checklist to the Diocesan Safeguarding Team.

At the current date, no actions are outstanding.

Matthew Biggs, Parish Safeguarding Officer 28<sup>th</sup> February 2022

### **Sunday School Report**

Due to the Covid restrictions, Sunday School were unable to meet in person on the 1<sup>st</sup> and 3<sup>rd</sup> Sundays of the month. We did however continue via email and the prepared Sunday School lessons were sent out via email to enable the children and their families to spend some time reading the bible stories and discussing them together at home. This seemed to work and was well received by the parents.

The PCC agreed that Sunday School could start to meet again on 4<sup>th</sup> July 2021. A risk assessment was carried out and at the time it was agreed that the children would start the service in the church room rather than from church.

It was wonderful to see the families again and we have had a few new children join us. Attendance has been sporadic, partly due to Covid and other commitments. We followed the usual format and we also managed to have a Godly Play session which worked very well and it is my hope to do some more in the future.

Everyone was delighted to end the year with the Nativity Play and the children did a great performance.

### **Music Report**

Due to the prevailing pandemic restrictions, musical activity at St Mary's in 2021 was somewhat limited. However, from the summer the choir gradually returned to singing in person, initially limited to 6 singers and now more flexible but still well spaced. The Carol Service was moved to being an outdoor event with brass accompaniment – a rather damp affair – which was nonetheless enjoyed and appreciated by those who attended. At Christmas we introduced a new setting of the sung sections of the Eucharist – The Salisbury Setting by Grayston Ives – which will be our usual setting for festal seasons, along with Neil Gillespie's setting for penitential seasons and David Thorne's The Trinity Mass for Ordinary Time.

We hope that 2022 will see a return to a fuller programme of activities with the resumption of monthly Choral Evensong services, regular Thursday choir practices, etc.

Tim Smith  
Director of Music

## **Handbell Report**

The group were not able to meet even after UK Covid regulations began to be relaxed, as the HRGB rules stipulated 2metres rehearsal distance, and we felt we couldn't practice this way.

However, we finally managed to ring carols at a Christmas tree festival in All Saints Harrow Weald Church on 11<sup>th</sup> Dec, and then at Harrow Philharmonic Choir's Carol service on 18<sup>th</sup> Dec.

Owing to the huge and tragic losses of Elizabeth Bowen and Lesley Dodd, we are very low on numbers at the moment, but have had enquiries from 3 prospective members and hope they will end up by joining us.

Jean Pearson

## **Tower Captain's Report**

### **Bell Ringing Guild, St Mary's, Harrow on the Hill**

The main aims of my work as Tower Captain continue to be:

First: to ensure that there is bell ringing for Sunday morning services, and for other special occasions, particularly for St Mary's Church;

Second: bell ringers have appropriate training for their own advancement, for the improved quality of band bell ringing, and for the sustainability of future bell ringing at St Mary's;

Third: bell ringing at St Mary's is enjoyable and welcoming to visitors and to newcomers;

Fourth: to encourage St Mary's ringers to contribute to the wider ringing community.

The first aim has been achieved when government regulations regarding COVID have been eased. My thanks go to all those who have supported the return of Sunday service ringing. When tower bell ringing restarted in April, regulations only allowed a single ringer or family members, so I alternated with Pauline and Michael Chandler. Then in May we were allowed socially distanced ringing so we moved to five ringers and then on to six in July with a return to the full band on Sundays and Mondays in August, with learners joining in September. I am delighted to report that St Mary's has had ten bells ringing on a number of Sundays, and some practices have had eleven ringers attend.

During the year we have managed to ring for the following special occasions:

- The Duke of Edinburgh's funeral
- The welcome to our new Curate, Graham Dale
- St Mary's Spire Fund video
- John Lyon Founders Day Service
- COP26, tolling
- Remembrance Sunday
- The Christmas Carol Service
- New Year's Eve ringing by two ringers

- Ringing in celebration of the life of Bishop Desmond Tutu
- St Mary's 928<sup>th</sup> birthday

Many thanks to Michael Chandler, Steeple Keeper, and to Caspar Kennedy, Assistant Steeple Keeper, for their regular maintenance of the bells and for prompt repairs. The rope came off the treble's wheel during the Christmas Day ringing leading to a broken stay, but due to having a replacement ready, the stay was replaced within the week. Thanks to both of them also for raising the bells on Saturday mornings.

The second aim is being achieved by our focus on our learners since the August restart, a time of Ringing Recovery. My thanks go to our regular team of experienced ringers, including our weekly helper, Paul Daybell, who enable each learner to practise within a secure band. We have managed very well despite losing Sonia Field at this vulnerable time to Harrow Weald, where she unexpectedly accepted a new post of Ringing Master, with immediate effect. We congratulate Sonia on her new permanent post and wish her every success there. As Tower Captain, I am grateful that St Mary's permits us to welcome visiting helpers and we hope that this will be extended to visiting groups as COVID restrictions ease. Since the last AGM some of the band have participated in Harrow Ringing Room virtual practices and MCALDG training events, mostly virtual, outings and Quarter Peal attempts, to help their skills and understanding develop further. Clear progress is being made by each learner and it is hoped that this progress can be consolidated in Quarter Peal attempts during the forthcoming year. Marc Kasfiner rejoined as a learner in September and, in impressive style, soon joined the Sunday morning service band. Our thanks to Audrey Wakeling and to Douglas Dodd who join us on Sundays and for special ringing whenever possible.

The third aim has been achieved, evidenced by the high regular attendance rate for Monday night practices and for Sunday morning service ringing. Before August, I ran Harrow Ringing Room for our tower ringers, welcoming Harrow Weald and other ringers, to maintain participants' ability to ring a range of methods and touches with good striking. These virtual sessions were also helpful to ringers keeping in touch with each other. Further, our ringing chamber has become more welcoming with the improved use of its seating and its regular cleaning, afforded by Pauline and Michael.

The fourth aim has also been achieved as much as possible this year. I have been elected as S&W District Secretary after serving as Assistant Ringing Master. As part of my role, I arrange and co-ordinate a number of monthly practice sessions for the S&W District to enable ringers to maintain and improve their ringing skills, and to learn from other more experienced ringers. I have also passed the appropriate Safeguarding courses in order to support Michael and Pauline Chandler and Henry Johnson, in training any Harrow pupils and adults wishing to learn to ring. The committee I serve on decided not to prepare another virtual recorded Bell Ringers' Advent Carol Service, but ringers were directed to the one made for Christmas 2020 (<http://www.bellringing.london/london-bellringers-advent-carol-service-2020/>). Hopefully we can arrange a London's Bell Ringers' Advent Carol Service for 2022. St Mary's has continued to support the long standing monthly first Sunday service ringing at All Saints, Harrow Weald, since last August. Indeed, when ringing first

restarted last May and socially distanced ringing limited us to five ringers, we agreed for Harrow Weald to approach our ringers who were not named on our rota for each Sunday. Now that both bands appear to be developing in a positive way, it would be good to move forward with a mutually supportive arrangement on an ad hoc basis according to need rather than on a fixed regular basis. However, the church's long running repairs to the staircase along with the policy to limit the spread of COVID have meant we have had to refuse a number of requests made by visiting groups for Quarter Peal attempts and outings, organisations wishing us to ring for their events, and S&W District for us to host specific events and practices.

As Tower Captain, I continue to be delighted with the commitment from our ringers to attending practice nights and to Sunday service ringing. I am also grateful for the continued support and help from Fr James Power. In this context, I am optimistic about our band maintaining ringing to an improving standard at St Mary's, and that our band can continue to take part in District ringing events and to support national and local events, including a contribution to Harrow School's 450<sup>th</sup> celebrations.

Bridget Campbell, Tower Captain, February 2022

### **Communications and Heritage Report**

Work on the Spire Newsletter has continued apace alongside the work we do in promoting St Mary's Heritage. Newsletter highlights of 2021 were pieces about the Living Churchyard (including the Litter Pick), articles about St John's Church Pinner's 700<sup>th</sup> anniversary, and COP26.

The Heritage highlight of 2021 was the Heritage Open Day Festival in September. 2021's theme was "Edible Harrow" and with the help of the Chandlers we produced some fascinating history on the Blackwell family (of Crosse & Blackwell) - one member of whom was a St Mary's Church Warden in 1820! We were able to highlight the "Ice Queen" of Pinner, Mrs Agnes Marshall, who invented the Ice Cream cone and who died in Pinner and it who is commemorated in a Ninian Comper window in St John's Pinner. As in 2020 we produced printed leaflets to allow people unable to go on the walks to "join in". For Remembrance Sunday we published a diagrammatic of the War Graves in the churchyard and gave a guided walk illustrating the amazing stories behind these graves.

In 2022 we are working on material for the 450 celebration which will showcase all the amazing links of St Mary's with Harrow School via our monuments. The theme for Heritage Open Day Festival 2022 is "Astounding Inventions" and we are already having all sorts of fun identifying ideas which originate from people who lived in Harrow. In November we would like to repeat the war memorials tour. Particularly for the Heritage Open Day Festival it has been wonderful to work with people outside the congregation who have come forward and provided amazing help and contributed to days that have been described as Triumphs! Organising the walks is more difficult under COVID because risk assessments are more comprehensive, and we are very grateful for the help provided by Harrow Hill Trust and



Spirewatch. Most important of all, we have felt we have found some new friends via this work and being part of a team showcasing local heritage.

We organised a “mini” outing in August to the Becket Exhibition at the British Museum. We would like to do something similar in 2022 and are thinking about a trip to St Albans. Over Christmas we received many compliments for the work that we do in the newsletter and the heritage walks from both inside the church and outside, and often from very unexpected sources! In addition, we have been working hard with the Creation Group to maximise the publicity that we can get within the community for the environmental work that the Creation Group is providing. Particularly effective, although simple, was the putting up of temporary placards in the churchyard to illustrate the work of the C of E environmental programme with COP26.

In terms of the newsletter itself we have a small, dedicated team of contributors. Further efforts still need to be applied towards encouraging people to submit articles. We are pleased that the newsletter is now updated on the website which should increase our reach. Following a survey earlier in the year, we have updated the templates we use for the Newsletter which gives it a snazzier feel. For 2022 we still seek more guidance as to how we can build on the links that we already have with the community.

Judith Shepherd March 2022

### **Care and Outreach Report**

Care and Outreach is about looking out for each other and helping in what ever way we can. With the Covid restrictions we were unable to meet people face to face as our socialising was severely reduced.

However, we were able to keep in touch by Zoom and phone and although this was no substitute for personal contact, it was certainly a great help.

Our plans for a series of talks where we were to invite members from neighbouring congregations had to be cancelled. We were going to cover “How to recognise and deal with scams” , “ How to talk to dementia sufferers and help them feel safe when away from their home environment” , and “ a Talk and Discussion from Harrow Bereavement Care”. We very much hope to organise these events in the future.

We have distributed the monthly anonymous donation to Cardiomyopathy, the MS Therapy Centre, Alzheimer’s Society, Christian Aid and the British Legion.

The distribution of the Crown Street money has been allocated to local charities as follows,

£500 to Resurgo Spear which provides help and support for the age group 16years to 24years to overcome the challenges they face in finding long-term employment.

£500 to St. Mark’s Hospital, Northwick Park specialising in bowel disease research.

£500 to My Yard which reduces food waste by rescuing surplus food and shares it with those most in need locally. Groups of young people have learnt how to cook healthy meals

with their own home-grown vegetables. My Yard also provide workshops such as music, dance and yoga and run a weekly over 50's club.  
£500 to Harrow Bereavement Care . Their mission is to relieve the suffering and distress caused by bereavement for all adults and children in the local community.

### **Gardeners and Churchyard Report**

The arrival of Covid 19 in March 2020 has had a considerable effect on the Churchyard. The Volunteer gardeners monthly work-party dropped off due to illness, self-shielding and compliance with Government regulations. Small ad hoc groups met to complete the required works throughout the year, with maintenance of the existing being the aim.

The grounds received a much higher footfall than in previous years, with people sitting out in the quiet areas and also many more walkers passing through. This has allowed positive contact with many non-church goers of many faiths and none, who were unsure if they were even allowed into the building!

Two graves stone have been restored by a local builder. A cross was found in a holly bush and was replaced on its original stepped base. The second being a restoration of an original break in an early table-top grave, where a previous repair had failed. The builder supplied his services for free as he walks through the grounds regularly.

Looking forward, Mr Robert Lemon has managed to keep the old mower running. As a result of his early warnings, funding has been obtained to allow for a replacement, as and when he requires. Planning for the future storage of the machine has been considered, when its current place is no longer available. Off -site storage over-winter is available for free, if it is required, in a secure brick garage. Funding is in place for the three council brown garden waste bins for the year 2022-2023 allowing for better composting.

Many of the tools in storage above the Church office are in poor condition. Their storage area may have a change of use shortly and they will need to be sorted through and the broken and unused disposed of.

The size and weight of tree canopy is concerning. We continue to have considerable branch falls due to wind. To date, no gravestones have been damaged. The largest branch to fall was 14 foot x 8 inches; fortunately it was on the open lawn area.

### **Flower Arrangers Report**

It was a very different year from the norm in every respect and flower arranging at St Mary's was no exception. Unfortunately, our Saturday morning arranging was unable to take place but throughout the year we managed to have flowers every week.

The Easter services took place outside, so the Easter Garden was planted in the churchyard, and as the church was open for private prayer we had our usual lilies on the altar and in the pedestal.

By Harvest services were back in church and we were very grateful to Peter Weller and Ian McCormack from West Harrow Allotments for giving us their dahlias for the decorations. Although we still couldn't get together, a few ladies, individually, managed to find time when it was safe to arrange. It was heart-warming to see the church looking beautiful, welcoming and colourful, thanks to their hard work.

By the time Christmas came, we desperately wanted to get as close to normal as we could manage. Unfortunately, we have lost several of our stalwart arrangers over the last two years. Among them - Ian McCormack, Maggie Bishop and Tina Dix through ill health, Judi Rado, who has moved away, and Helga Liddiard who sadly died. However, I couldn't have been more grateful for the way people, who had never done arrangements before, offered to help and stepped up to the mark with wonderful results. It was a great effort and reflects the true spirit of the St Mary's family to help and support each other. Thank you to everyone.

I am also indebted to some very kind and loyal people who give regular donations to the Flower Fund and to those who give the flowers in memory of loved ones. It is a tremendous help and gratefully appreciated.

## **Creation Group Report**

The Creation Group formed in early 2021 following discussion amongst the St Mary's groups reading of Ruth Valerio's Say Yes to Life. Engagement with Valerio's work has been enthusiastic and led to an additional group set up to read the book during 2021.

We are committed to improving the environmental credentials of our church. As part of our commitment, we have registered with Eco Church, a project run by A Rocha UK, to improve our environmental credentials in five key areas of church life: Worship and Teaching, Buildings, Land, Community and Global engagement and Lifestyle.

Lent 2021: we asked the congregation to have a 'plastic-less lent' supported by a display in the church of examples and information. We received much positive feedback on this from regular worships and visitors.

Church Services: The Easter service was held outside in the churchyard and supported by the Creation group, and we have gone on to support services with a Creation focus throughout the year.

Season of Creation: In 2021, as we face the climate emergency, our themes for the four Sundays of Creationtide were: Wonder, Abundance, Desolation and Restoration. This was reflected in our worship and wider activities, including a quiet morning on Contemplating Nature run by Alison Christian and the fantastic work of the Sunday School led by Kellie Reilly.

For Harvest festival, we invited and were joined by members of the Harrow Foodbank who shared with us the vital work they are doing and encouraged the congregation in their support.

Churchyard: We are lucky enough to have the support of Ann Allen who has provided a number of insightful and enjoyable 'Churchyard rambles' helping us to spot and identify the species that make their home in the churchyard. Further information with photographs is provided by Ann displayed in the church.

A 'Spring in the churchyard' quiz was provided to our younger visitors to assist in their thinking with various aspects of engagement with the churchyard and to provide an activity to many during a period of pandemic 'lockdown'.

UN Climate Change Conference COP 26: Faith Leaders have joined together to demand climate action at COP26 in Glasgow in 2021. At St Mary's, we discussed how we can best respond to this message and support the aims of the summit. We engaged with the local community by erecting through the churchyard and in the church, a display, placards and a banner with the title "St Mary's Church calls for Climate Justice".

We have launched a regular Fairtrade stall selling fairly traded food stuffs after the Sunday service and at the Christmas coffee morning.

Communications: The St Mary's Church website has been updated to include a section on the Creation Group and the work we are doing to encourage more people to get involved, we also include updates and pieces for the Spire publication.

Emma Marfe

## Financial Review for 2021

The Statement of Financial Activities for the year 2021 forms part of this report.

During the year the Church received a windfall of £45,100 for filming rights at the old vicarage. The PCC designated £35,100 of this to the Spire Fund, and £10,000 to the general fund. Despite this once off bonus income, there was still a deficit of £15,531 on the running of the Church (general fund). As mentioned in the Finance and General purposes report Planned Giving continues to decline and prayerful thought should be given to what increase you can afford to keep the Church on a sure footing.

The deficit on general fund was alleviated by a surplus on the revaluation of investments of £13,463, but this is just a paper profit, and still leaves a deficit on general fund of £2,068. Our most significant cost is the diocesan contribution which was £62,648 for 2021, and 2020. A small increase to £63,648 is anticipated for 2022. Bear in mind that this is  $\frac{3}{4}$  of the contribution level for a full-time vicar. Other significant costs are staff costs (Parish Secretary and Director of Music and cleaner), utilities, insurance, electricians, plumbers, and maintenance of burglar and fire alarms. There was also an exceptional item of £7105 for Buttress Repairs, being that part of the total cost (c£22,000) that The Friends of St. Mary's were unable to meet.

### Restricted Funds:

The following is a summary of movements on the Spire Fund with related Gift Aid added:

Individual Donations	£8389
Events: Harrow Celebration	74
Events: Capital Ring Walk	1894
Events: Heritage Open Day	369
War Graves Tour	176
Christmas cards	359
Total Receipts	£ <u>11261</u>

### Expenditure:

Newell Post Repair	4216
Architects' and Engineers' fees	3553
Drone Filming costs	1895
Just Giving charges	90
Christmas cards	564
Total Costs	£ <u>10318</u>

Advantage is taken of the listed places of worship scheme to reclaim VAT on the above costs.

Donations were received for the Peachey Stone repair (£10,000) from Harrow Council, and for the purchase of a lawn mower (£350) from a member of the congregation. There was no movement on the Memorial Garden Fund which stands at £351. The Spire Fund was £88,297 at 31<sup>st</sup> December.

### Designated Funds:

The PCC designated £35,100 of filming rights income to the Spire Fund. There was no movement on the Sound System Funds which stands at £21,346.

**Parochial Church Council of St Mary, Harrow on the Hill, Middlesex  
Parish ref 24.01**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2021**

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## Notes to the Financial Statements for the year ended 31 December 2021

### I. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation when facts are uncertain in the preparation of the financial statements are as follows:

#### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2008, the Charities Act 2011, and with the Charities Statement of Recommended Practice and Financial Reporting Standard (FRS102). The financial statements have been prepared in pounds sterling, under the historical cost convention, and include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups which owe their main affiliation to another body nor those that are informal gatherings of Church members. Figures have been rounded to the nearest £.

The Parochial Church Council of St. Mary, Harrow on the Hill, is a corporate body established by the Church of England. The consecrated property, the Church, is located at Church Hill, Harrow on the Hill, HA1 3HL, in the United Kingdom of Great Britain and Northern Ireland.

It is the policy of the PCC to keep financial viability constantly under review, and in this regard the PCC considers that there are no material uncertainties and that the Church is a going concern.

The PCC meets the definition of a public benefit body under FRS 102.

#### **Funds held by the PCC are:**

*Unrestricted Funds* – the General Fund and the Reserve Fund represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC.

*Designated Funds* – these are monies set aside by the PCC out of unrestricted funds for specific future purposes.

*Restricted Funds* –

a) Income from trusts or endowments which may be expended only on those restrictive objects provided in terms of the trust or bequest

b) Donations, collections or grants received for a specific designated object.

The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The Roof and Spire Fund is the most significant example.

*Endowment Funds* – funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the original document. The PCC has no endowments at present.

## **Income**

All income is accounted for gross.

### ***Donations and Legacies***

*Collections* are recognised when received by or on behalf of the PCC.

*Planned giving* is recognised when receivable by or on behalf of the PCC.

*Income tax* recoverable on Gift Aid donations is recognised on an accruals basis matched to the period when the donation was received. It will therefore include claims made after the year end relating to donations received in the year.

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

### ***Other trading activities (Filming Rights)***

Trading income is recognised on an accruals basis when its ultimate receipt is reasonably certain.

### ***Income from investments***

Dividends and bank interest are accounted for on an accruals basis.

### ***Other income***

All other income is recognised when it is received.

### ***Gains and losses on investments***

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

## **Expenditure**

Expenditure is accounted for on an accruals basis and is accounted for gross.

### ***Grants***

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

### ***Church activities***

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

## **Fixed Assets**

Consecrated and beneficed property of any kind is excluded from the accounts by virtue 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 disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory that 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 accounts

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

### ***Depreciation***

Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. Equipment used within the church premises would, if there were any, be depreciated on a straight-line basis over 5 years.

It is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so low that any depreciation would not be material. Any such assets would be subject to annual impairment reviews and provision made if there were any permanent diminution of value.

The Church Room was built in 1960 at a cost of £9,965 including architect's fees: this is depreciated on a straight line basis.

### ***Investments***

Investments are valued at market value at 31st December

## **Current Assets**

Income tax recoverable and other debtors are included at the settlement amount due. Prepayments are stated at the amount prepaid. Cash at bank includes cash and short-term liquid assets with a maturity of less than 3 months from the date of opening the deposit, and, short term liquid assets of between 3 and 12 months maturity which are stated at the balance on the account at the accounting date.

## **Creditors**

Creditors and provisions are recognised where the Church has a present obligation arising from a past event that can be measured or estimated reliably. Creditors are stated at their settlement amount.

## **Investment Policy**

Funds in excess of immediate working capital requirement are placed in a bank deposit account.

## STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds - 2021 £	Restricted Funds - 2021 £	Designated Funds -2021 £	Total Funds - 2021 £	Unrestricted Funds - 2020 £	Restricted Funds - 2020 £	Designated Funds -2020 £	Total Funds - 2020 £
<b>Income from:</b>									
<i>Donations and legacies</i>	2a	87144	22668		109812	97738	25477	10000	133215
<i>Other trading activities</i>	2b	2001	0		2001	547	0		547
<i>Investments</i>	2c	3273	0		3273	3298	0		3298
<i>Other income</i>	2d	24304	0	35100	59404	28091	0		28091
<b>Total income</b>		<b>116722</b>	<b>22668</b>	<b>35100</b>	<b>174490</b>	<b>129674</b>	<b>25477</b>	<b>10000</b>	<b>165151</b>
<b>Expenditure on:</b>									
<i>Church activities</i>	3	132253	11375	0	143628	126300	46969	3654	176923
<b>Net Income/(Expenditure) before Investment Gains</b>		<b>-15531</b>	<b>11293</b>	<b>35100</b>	<b>30862</b>	<b>3374</b>	<b>-21492</b>	<b>6346</b>	<b>-11772</b>
<b>Net gains/(losses) on investments</b>	5	13463			13463	5984			5984
<b>Net Income</b>		<b>-2068</b>	<b>11293</b>	<b>35100</b>	<b>44325</b>	<b>9358</b>	<b>-21492</b>	<b>6346</b>	<b>-5788</b>
<b>Net movement in funds</b>		<b>-2068</b>	<b>11293</b>	<b>35100</b>	<b>44325</b>	<b>9358</b>	<b>-21492</b>	<b>6346</b>	<b>-5788</b>
<b>Reconciliation of Funds</b>									
<b>Total Funds b/f at 1 January</b>		<b>189146</b>	<b>52604</b>	<b>21346</b>	<b>263096</b>	<b>179788</b>	<b>74096</b>	<b>15000</b>	<b>268884</b>
<b>Total Funds c/f 31 December</b>		<b>187078</b>	<b>63897</b>	<b>56446</b>	<b>307421</b>	<b>189146</b>	<b>52604</b>	<b>21346</b>	<b>263096</b>

**BALANCE SHEET AT 31 DECEMBER 2021**

	Notes	2021 £	2020 £
<b>Fixed Assets</b>	5		
Investment		106103	92640
Church Room		2420	2723
<b>Total Fixed Assets</b>		<b>108523</b>	<b>95363</b>
<b>Current Assets</b>			
Methodist Chapel Aid Deposit Account		50956	50532
CBF Deposit Account		65500	80500
HSBC Current Account		22733	20555
HSBC Roof and Spire Fund Account		45894	4302
Natwest Current Account		929	694
Sundry Debtors (Accounts Receivable)	6	21316	15555
		<b>207328</b>	<b>172138</b>
Sundry Creditors (Accounts Payable)	7	-8429	-4405
<b>Net Current Assets</b>		<b>198899</b>	<b>167733</b>
<b>NET ASSETS</b>	8	<b><u>307422</u></b>	<b><u>263096</u></b>
<b>Funds</b>			
<i>Restricted Funds</i>	9		
Memorial Garden Fund		351	351
Spire Fund		53197	52253
Peachey Stone		10000	
Lawn Mower		350	
<b>Restricted Funds</b>		<b>63898</b>	<b>52604</b>
<b>Designated Funds</b>			
Sound System		21346	21346
Spire Fund		35100	
		<b>56446</b>	<b>21346</b>
General Fund	9	167294	169362
Reserve Fund	9	19784	19784
<b>Unrestricted Funds</b>		<b>187078</b>	<b>189146</b>
<b>Total Funds</b>		<b><u>307422</u></b>	<b><u>263096</u></b>

Approved by Parochial Church Council

James Power  
Vicar

Date

15 March 2022

The accompanying notes form part of these financial statements

Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

2 Income from:-

	Unrestricted Funds - 2021 £	Restricted Funds - 2021 £	Designated Funds - 2021 £	Total Funds - 2021 £	Unrestricted Funds - 2020 £	Restricted Funds - 2020 £	Designated Funds - 2020 £	Total Funds - 2020 £
<b>2a Donations and Legacies</b>								
Charitable Fundraising		557		557		3058		3058
Planned Giving	54138			54138	53246			53246
Collections	3774			3774	2472			2472
Income Tax Recovered	13827			13827	12865			12865
Miscellaneous Income	159			159	287			287
Donations (see below) 2e	15246	22111		37357	28868	22419	10000	61287
	87144	22668	0	109812	97738	25477	10000	133215
<b>2b Other trading activities</b>								
Profit on sale of investments								
Christmas Mini Fayres	1066			1066				
Fair Trade Sales	282			282	0			
Other Church activities	653			653	547			547
	2001	0		2001	547	0		547
<b>2c Investments</b>								
Dividend and Interest Income	3273			3273	3298			3298
	3273			3273	3298			3298
<b>2d Other income</b>								
Filming Rights	10000		35100	45100	11200			11200
Fees for Weddings and funerals	3576			3576	4107			4107
Rental Income	10728			10728	12784			12784
	24304	0	35100	59404	28091	0		28091
<b>Total income</b>	<b>116722</b>	<b>22668</b>	<b>35100</b>	<b>174490</b>	<b>129674</b>	<b>25477</b>	<b>10000</b>	<b>165151</b>
<b>2e Details of Donations</b>								
Individual donations	5246			5246	18868	330		19198
Spire Individual donations		8389		8389				
Spire Fund Raising Events		2513		2513				
Spire Christmas cards at Mini Fayres		359		359				
Sub total for Spire		11261	0	16507				
Buttress				0		22089		22089
Harrow School Contribution	10000			10000	10000			10000
Peachey Stone		10000		10000				
Christmas Concert		500		500				
Lawn Mower		350		350				
Individual donations for Notice Board				0			3654	3654
Legacy received in 2020 for Sound System				0			6346	6346
<b>Totals</b>	<b>15246</b>	<b>22111</b>	<b>0</b>	<b>37357</b>	<b>28868</b>	<b>22419</b>	<b>10000</b>	<b>61287</b>

Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

3 Expenditure on:

	Unrestricted Funds - 2021 £	Restricted Funds - 2021 £	Designed Funds -2021 £	Total Funds - 2021 £	Unrestricted Funds - 2020 £	Restricted Funds - 2020 £	Designed Funds -2020 £	Total Funds - 2020 £
<i>Church Activities</i>								
Charitable Giving (see below)		557		557		3058		3058
Church Services	170			170	944			944
Churchyard	0			0	0			0
Depreciation	303			303	303			303
Diocesan Fund	62648			62648	62648			62648
Fabric	3761			3761	12793			12793
Fees to Diocese and Bell ringers	1668			1668	1541			1541
Insurance	10461			10461	10265			10265
Maintenance & Services	7510			7510	2726			2726
Roof				0		1070		1070
Spire		10318		10318		20752		20752
Buttress	7105			7105		22089		22089
Noticeboard				0			3654	3654
Christmas Concert	0	500		500				0
Music	9786			9786	8927			8927
Office Expenses	15768			15768	16543			16543
Parochial Expenses	1664			1664	1789			1789
Utilities	10747			10747	7501			7501
Subscriptions	662			662	320			320
<b>Total expenditure</b>	<b>132253</b>	<b>11375</b>	<b>0</b>	<b>143628</b>	<b>126300</b>	<b>46969</b>	<b>3654</b>	<b>176923</b>

Distribution of Charitable Giving

Charity	2021	2020
<i>Overseas Charities</i>		
Christian Aid week	100	
<b>Sub-total Overseas</b>	<b>100</b>	<b>0</b>
<i>Home Charities</i>		
Firm Foundation		310
Cardiomyopathy Association	100	294
London Diocese Lent Appeal		37
Multiple Sclerosis		243
Bereavement Care		500
Place 2B		70
British Legion Poppy Appeal	53	
Great Ormond Street		100
St.Mark's Hospital		500
My Yard		500
Resurgo Spear	281	219
Alzheimer's Society		200
Mind in Harrow		85
Unallocated	23	
<b>Sub-total Home</b>	<b>457</b>	<b>3058</b>
<b>Total Charitable Giving</b>	<b>557</b>	<b>3058</b>

## Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

## 4 Staff Costs

*a Wages and salaries*

The average number of employees during the year was 3. They were the Organist/Choirmaster, a Parish Secretary and a cleaner. No payment was large enough to attract social security costs. The PCC is registered with the Pensions Regulator and the employees may join the scheme at their discretion. No employee received employee benefits of more than £60,000 during the year (2020: the same).

	2021	2020
	£	£
Wages and salaries	16842	16760
Pension Contributions	-	-
Totals	<u>16842</u>	<u>16760</u>

*b Transactions with PCC members*

Parish Secretary Keith Grout is a member of the PCC. Under the Charities Act 2006 he was paid the sum of £7,143 (without pension contribution or any other benefit) during the year. The total donations made by PCC members during the year were £19,276 (2020: £10,224). There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

## 5 Investments, Fixed &amp; Capital Assets and unrealised gain thereon.

## CBF Investment Income shares:

Date		no. shares	Price/pence	Value £
31/12/2020	Holding	4531	2044.67	92640
31/12/2021	Unrealised Surplus			13463
31/12/2021	Holding	<u>4531</u>	<u>2341.81</u>	<u>106103</u>

	Freehold Property £
Cost 01/01/2021 and 31/12/2021	<u>9965</u>
Depreciation	
At 1st January 2021	7243
Charge for the year	<u>302</u>
At 31st December 2021	<u>7545</u>
Net book value	
At 31/12/2021	<u>2420</u>
At 31/12/2020	<u>2723</u>

## 6 Debtors: amounts falling due within one year

	2021	2020
	£	£
Income Tax Recoverable on Gift Aid	4295	2980
Accrued Investment income	609	528
VAT recoverable from DCMS listed places of worship scheme	843	3758
Filming Rights	9000	
Friends of St. Mary's	0	4194
Other debtors	<u>6569</u>	<u>4095</u>
Total	<u>21316</u>	<u>15555</u>

Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

7 Creditors: amounts falling due within one year

	2021 Unrestricted £	2021 Restricted £	2021 Total £
Charity collections		2223	2223
Utilities	1610		1610
Other Church expenses	4596		4596
<b>Total</b>	<b>6206</b>	<b>2223</b>	<b>8429</b>
	2020 Unrestricted £	2020 Restricted £	2020 Total £
Charity collections		2319	2319
Due to diocese	633		633
Other Church expenses	1453		1453
<b>Total</b>	<b>2086</b>	<b>2319</b>	<b>4405</b>

8 Analysis of Asset by Fund

	Unrestricted £	Restricted £	Designated £	Total £
Investment	106103			106103
Church Room	2420			2420
Net Current Assets	113655	63898	21346	198899
	<b>222178</b>	<b>63898</b>	<b>21346</b>	<b>307422</b>

9 Statement of Funds

	Balance b/f 1 Jan 2021 £	Income plus surplus on revaluation of shares£	Expenditure £	Balance c/f 31 Dec 2021 £
<b>Unrestricted Funds</b>				
General Fund	169362	130185	132253	167294
Reserve Fund	19784			19784
	<b>189146</b>	<b>130185</b>	<b>132253</b>	<b>187078</b>
<b>Restricted Funds</b>				
Memorial Garden	351			351
Spire	52253	11262	10318	53197
Lawnmower		350	0	350
Peachey Stone		10000		10000
Charitable Fundraising		557	557	0
Christmas concert		500	500	0
Total Restricted	52604	22669	11375	63898
<b>Designated Funds</b>				
Sound System	21346			21346
Spire Fund		35100		35100
Total Designated	21346	35100	0	56446
	<b>73950</b>	<b>57769</b>	<b>11375</b>	<b>120344</b>
<b>Total Funds</b>	<b>263096</b>	<b>187954</b>	<b>143628</b>	<b>307422</b>

10 Independent Examiner's remuneration.

The independent examiner does not charge a fee for his work.

**Parochial Church Council of St Mary, Harrow on the Hill, Middlesex**

**Parish ref 24.01**

**Independent examiner's report to the Parochial Church Council of St. Mary, Harrow on the Hill, Middlesex.**

This report on the accounts of the Parochial Church Council (PCC) for the year ended 31 December 2021 which are set out in the Annual Report and Statement of Financial Activities, is in respect of an examination carried out under the Church Accounting Regulations 2016 ("the Regulations") and sections 144 and 145 of the Charities Act 2011 ("the Act").

**Respective responsibilities of members of the PCC and examiner**

As members of the PCC you are responsible for the preparation of financial accounts; you consider that the audit requirement of the Regulations and section 144 of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

**Basis of this Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 145 of the Act and to be found in the Church guidance, 2016 edition. That examination includes a review of the accounting records kept by the PCC and a comparison with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanation from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**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 (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

Michael Liddiard  
12, The Garlands,  
Peterborough Road,  
Harrow on the Hill

Dated.....24<sup>th</sup> April 2022



### **Statement of responsibilities of the Parochial Church Council (“the PCC”)**

The trustees are responsible for preparing the PCC report and the financial statements in accordance with applicable law in the United Kingdom including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the members of the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the income and expenditure of the charity for that period. In preparing these financial statements, the members of the PCC are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The members of the PCC are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the provision and detection of fraud and other irregularities.

**Parochial Church Council of St. Mary, Harrow on the Hill, Middlesex, Parish Reference 24.01**

**Associated Funds & Charities not controlled by the PCC at 31 December 2021**

	<b>2021</b>	<b>2020</b>
<b>St. Mary's Church Flower Fund</b>	<b>£</b>	<b>£</b>
Assets brought forward 1 January 2021	440	440
Income	0	0
Expenditure	0	0
Assets carried forward 31 December 2021	<b><u>440</u></b>	<b><u>440</u></b>

<b>St. Mary's Ringing Guild</b>		
Assets brought forward 1 January 2021	8453	8448
Income	100	180
Expenditure	-179	-175
Assets carried forward 31 December 2021	<b><u>8374</u></b>	<b><u>8453</u></b>

<b>St. Mary's Handbells</b>		
Assets brought forward 1 January 2021	1847	1847
Income	0	0
Expenditure	0	0
Assets carried forward 31 December 2021	<b><u>1847</u></b>	<b><u>1847</u></b>

**CHARITY ACCOUNTS (Vicars and Churchwardens)**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Charles Burt Legacy</b>		
balance bfwd 1 January 2021	32125	28952
Income including re-investment of dividends, change in investment value	5680	3173
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>37805</u></b>	<b><u>32125</u></b>

<b>The Dell Charity</b>		
balance bfwd 1 January 2021	26002	23632
Income including re-investment of dividends, change in investment value	4139	2370
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>30141</u></b>	<b><u>26002</u></b>

<b>Chester Trust Fund</b>		
balance bfwd 1 January 2021	1234	1146
Income including re-investment of dividends, change in investment value	152	87
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>1386</u></b>	<b><u>1233</u></b>

<b>Woolley Choir Memorial Scholarship</b>		
balance bfwd 1 January 2021	3167	2915
Income including re-investment of dividends, change in investment value	438	252
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>3605</u></b>	<b><u>3167</u></b>



## **VICAR'S REPORT**

My report for 2020 was extensive and long but it covered “as many bases as possible” given that the pandemic had taken hold and much “normal” activity had been curtailed with the result that many committees had not met and were invited to forego writing full reports. This year most if not all those committees have been able to oversee some activity although the year has continued to be blighted by the restrictions necessary to keep covid under some control. Indeed, the year began with significant concern over a rise in “delta variant” cases with the result that weekly worship returned to the exclusively “on-line” world. Although some churches closed again immediately after Christmas, we celebrated the Epiphany with the intention of then taking a break until Ash Wednesday; in the event, public worship remained suspended until Easter Day.

Thankfully, churches were not expected to close their doors completely as they had been in the “first lockdown” and I remain very grateful to the many people who volunteered to act as welcomers on the days we were able to keep the building open. The numbers visiting once more reminded us of the use to which the church is put and the appreciation in which it is held. The responsibility of caring for a Grade I listed building is immense and arguably more than a voluntary organisation can be expected to fulfil but St Mary's remains “an instrument of mission” and the challenge to develop it as a place of pilgrimage remains.

The financial implications of reduced congregations, a lack of casual visitors, no letting revenue and no major fundraising events (Summer fetes and Christmas fairs) over the past two years have been serious. The challenge to increase the money raised through planned giving remains. We can be grateful for the revenue raised through the increased use of the site for filming and indeed these monies have assisted greatly in not incurring significantly higher deficits. The financial part of this Annual Report needs careful and prayerful consideration especially at a time when personal and domestic finances are under pressure but it remains essential to recognise that our responsibilities to our Christian community must remain a high priority if we are to take our faith seriously: “For where your treasure is, there will your heart be also.” *Matthew 6:21* The financial health of St Mary's owes a debt of gratitude to Roger Horne, Treasurer and to Michael and Pauline Chandler for overseeing the banking, planned giving and gift aid.

It is gratifying to acknowledge that these months of pandemic have not all been negative with regard to new initiatives and growth. The Creation Group which has grown out of an Advent Study group meeting in 2020 has laid firm foundations for future. “Plastic-Less” Lent was supported by displays which confronted people with the sheer volume of plastic modern life seems to rely upon. Nature trails and the construction of a “bug hotel” made a more focused use of the Churchyard and a series of “litter-picks” not only collected bags of rubbish but brought some visibility to work which benefits the whole community. The particular impetus this year was the COP26 meeting which took place in Glasgow in November. The Creation Group led a Christian Aid Sunday Service on the theme of the climate emergency and our own Climate Sunday, as requested by the organisers of COP26, was held on Lammas Day, 1 August. The Sundays following the Patronal Festival in September were kept as Creation-tide culminating in Harvest Festival on the first Sunday of

October when there was a particular focus on collecting food and funds for Harrow Foodbank. The energy and commitment of Emma Marfe in directing a very enthusiastic Creation Group deserves our respect and deep thanks.

One of the suggestions emerging from a greater appreciation of the natural world is a greater use, where possible, of worship outside. This also has some benefits in coping with the challenges of Covid! We are fortunate in having a beautiful churchyard carefully and lovingly cared for by a small group of committed volunteers some of whom would not consider themselves to be regular “church-goers”. Their contribution cannot be overstated; their hard work provided a most wonderful back-drop for our open-air Easter morning Eucharist. The weather helped, which, along with the “novelty value”, attracted a gathering of almost 200 people. Using the table tomb on the south side of the church as an altar with the wooden crosses which had been installed for Holy Week in the background provided a perfect Eucharistic setting. We repeated the event a week later before returning inside for the third Sunday of Easter and thence we stayed until Christmas and the appearance of the omicron variant, to which I succumbed myself. The heightened level of anxiety and the necessity of my isolation led to the cancellation of the Christmas Eve Crib Service and Midnight Eucharist. The planned return of the Festival of Nine Lessons and Carols on the Fourth Sunday of Advent was not to be and a truncated singing of carols outside on a chilly evening once again attracted a gathering of some 200 people! Thankfully the Sunday School Nativity tableau had taken place on the Third Sunday of Advent.

The Sunday School is “small but well formed” under the committed leadership of Kellie Reilly whose creativity and endless positivity has singlehandedly ensured that it has continued to provide, in an impressive manner, for our youngest worshippers. I know she would want to thank Kay Crotty and the parents of the children involved as well.

It is some time since the “ordained” ministry team at St Mary’s has been any more than the Vicar! This year it has trebled! The Revd Alison Christian has joined the team with a special brief for the development of study and prayer groups and it has been a joy to welcome the Revd Graham Dale as our newly ordained deacon and his wife, Gilly who is a doctor. Graham is joining us as a self-supporting minister, spending the greater part of the week working at the Institute of Chartered Accountants. He has already made his mark with his well-considered sermons delivered in a strong Scottish accent! His ordination was delayed by covid as he became a victim of what had become known as the “ping-demic”, identified as one who had come into contact with covid and then “pinged” on the NHS Covid app.

Much of the pastoral care conducted by the parish is “hidden” involving individual visits, or more frequently over the period of the lockdown, telephone contact. Lynne Grout, who has herself been isolating for much of the period has overseen a programme of contact which has been much appreciated.

Throughout the year, the musical life of St Mary’s has continued under Tim Smith’s direction. The Choir Whatsapp Group has been both a source of social communication as well as pastoral support. It was a particular asset to have the choir singing the hymns even when full congregational singing was not permitted. While it is so much better to be able to sing there is a value to listening to the words while contemplating their meaning in a manner not always possible when singing.

In addition to Tim, Maria Theresa Pereira, our cleaner, and Keith Grout, the Parish Secretary complete our group of employed staff. Their continued commitment over these past two years is much appreciated.

I take this opportunity of thanking the Church Wardens, Jane Hurley and Matthew Biggs and the rest of the Parochial Church Council for their attention to all aspects of church life. It was particularly good to welcome the Archdeacon of Northolt, the Ven. Catherine Pickford, to preach on Sunday 25 July, the Feast of St James, on which occasion, she admitted Matthew to the role of Church Warden.

It is to be hoped that as restrictions now lift we can finally look to the future with real hope. In the coming year, the building will continue to require our time and energy not least in the Save the Spire Campaign to raise the required funds for re-leading the spire. The sound system is still in need of replacing and the grant received from Harrow Council for the restoration of the Peachy Stone needs spending.

The Mission Action Plan is still in need of review and eventual re-drafting and the promising work on study, prayer and fellowship groups needs further development. In the coming Platinum Jubilee year which coincides with Harrow School's celebration of the 450<sup>th</sup> anniversary of the granting of its charter, St Mary's will continue to play an iconic role in the life of the local community as the place where people gather to seek God and acknowledge the eternal realities. In that respect, Harrow, the meaning of which is "sacred space", continues to be place where human beings find connection with our Creator God revealed most fully in Jesus Christ.

James Power

March 2022

## Stewardship Report

Covid restrictions have seriously impacted on the work of the Stewardship committee in the last twelve months. However numerous events are now in the planning.

**Christmas Fair December 4 December 2021** was cancelled and replaced by a Christmas Coffee morning. Pauline Chandler also organised Advent Sunday morning sales. Which were extremely successful. Thank you to those who signed up to help.

**The joint Spire Appeal with Spirewatch;** sadly the reception to launch the appeal was cancelled a second time due to Covid restrictions. A secondary launch was planned at the Civic Service which was again cancelled due to covid. The appeal has now launched and over £5,000 donated.

- 2 banners are inside the Church
- A banner is permanently outside the Church to attract the attention of all those walking through the Church grounds.
- An information leaflet has been printed.
- Lead pieces are being produced for sale.
- Mathew is completing the Faculty application
- Apostle Consulting are being appointed to help with Grant applications
- The website has been update and all advertising has QR codes and just giving links

Special thanks to Pauline Chandler and Christine Williams for all their hard work.

### **Spire Fundraising events planned:**

- Colin Stone concert
- Jane Hurley is organising Queen's Jubilee Tea and A Sponsored Walk
- 2023 An Evening with Kate Burley(in conjunction with Spirewatch) who will also publicise the appeal on her show.

The committee would be very happy to receive any further fund raising suggestions/offers.

**Harrow School 450<sup>th</sup> Anniversary** Saturday April 30 ; Alison Christian and Judith Shepherd are organising events in and around the Church and this will enable some fundraising such as selling of the small lead tiles.

### **Fundraising events for general funds**

- April Bag Drop Fundraiser – weighing in of old clothing, bath and bed linen to be sold for recycling.
- June Summer Fete.
- December Christmas Fair.
- 2023 Wine Tasting Dinner.

Roger Horne is working very hard to improve the Sum Up machine to make donations at services more simple and effective for those choosing to make donations by card.

Alison Christian has kindly compiled a Programme of Events and we will work with her to keep this updated.



## Finance and General Purposes Report

The committee met monthly throughout the year (except in August) mostly via Zoom.

The pandemic had a profound effect on the finances and work on the fabric during the year. St. Mary's ended 2021 with an excess of expenditure over income. We must try to remedy this situation. Our regular income from Planned Giving was reduced by 2.82% following last year's drop of 6.78%. Please see the Treasurer's Report for full details.

A Card Reader, JustGiving and QR Codes are now in use to increase the methods of donation to St. Mary's or to the Spire Appeal.

The continuing difficulty at St. Mary's of the regular income not meeting regular expenditure will need careful scrutiny and action once life returns to some form of normality. St. Mary's does not pay the full Common Fund as we do not have a full-time Vicar with the associated costs of a Vicarage. This needs to be addressed before the Parish can consider reverting to a full-time Vicar with a Vicarage. Please give these matters your prayerful consideration.

The routine maintenance of and non-routine work on the buildings is shown in the list below.

*(The numbers refer to the Contractors which are named after the list.)*

- Security:** The Intruder Alarm System which includes the Roof Alarms was updated to provide more effective cover. (5)  
The Fire Alarm, detectors and extinguishers were routinely checked. (5)  
The Fire Alarm was tested regularly. (10)  
The Lightning Conductors were checked and found satisfactory and the certificates issued. (4)
- The white line edging to external steps was repainted. (10)  
Internal and external light bulbs were replaced as required. (10)
- Electrical:** Routine Circuit Inspections took place, identified faults rectified and the relevant certificate issued. (1)  
The Electrician has advised that, due to the age and complexity of the cabling, routine Inspections should be carried out every three years rather than the current five years.  
A possible fault in the main inlet cable is being investigated by UK Power Networks.
- Fabric:** All gutters, downpipes and drains were inspected and cleared at regular intervals. (2 & 10)  
Minor repairs and maintenance were undertaken as required. (2 & 10)  
The number of death watch beetles was checked (10)  
The south door west buttress was repaired (7) with most of the cost being covered by Spirewatch.  
Crumbling stonework in the tower staircase newel; post was replaced. (7)  
Storage boxes have been installed under the benches in the Ringing Chamber. The cost was met by the Ringing Guild of St. Mary. (2)  
A new flagpole was erected. The cost was met by Beacon Comms and Arqiva as the flagpole houses an aerial. (9)  
Temporary repairs were carried out on the tiled roofs over the Chancel and Peace Chapel to rectify leaks (8)  
The pew cushions were cleaned and sanitised before return to use. (11)
- Heating:** The boiler in Church and the Church Room boiler were serviced. Gas Safety Certificate were issued. A faulty pump was replaced. (3)
- Churchyard:** The volunteer gardeners continued to maintain the upper and lower Churchyard (10)  
Harrow School Conservation Group continued, when possible, to work in the lower Churchyard. (10)

**Miscellaneous:** The organ and organ blower were routinely inspected (6)

### **Contractors**

1. MRD Electrical Services, 25, Acacia Avenue, Ruislip, HA4 8RQ
2. P&J Enterprises, 2, Old Grove Close, EN7 6UN
3. G&D Higgins, Masters House, Marlborough Hill, Harrow, HA1 1UX
4. Omega Red Group Ltd. Blenheim Industrial Estate, Nottingham, NG6 8WA
5. Technica Systems Ltd, Technica House, 3-7, Clifford Road, Alperton, HA0 1BZ
6. Watkins & Watson Ltd. 141, Blandford Road, Poole, BH15 4AT
7. DBR Ltd. Scaffold House, Consort Road, London, SE15 2PH
8. Aqua Roofing & Building Ltd. The Old Bakery, Grange Gardens, Pinner, HA5 5QB
9. Harrison Flagpoles
10. In house volunteers
11. Smart Guys, 4, Whittington Way, Pinner, HA5 5JT

### **Future Plans**

During 2022 the Committee will, apart from its on-going responsibilities for monitoring income and expenditure and for maintaining the buildings and grounds, consider the following:-

- a) Repairs to the Spire.
- b) Introduction of a rope handrail in the tower staircase.
- c) Repairs to the drainage system
- d) The repaving of the south porch
- e) Plans to increase the number of spaces for plaques in the Garden of Remembrance as and when this becomes necessary, and funds become available.
- f) Repairs to the 'Peachey Stone'.

Pauline Chandler

3<sup>rd</sup> February 2022

## **Safeguarding Report**

At the Parish and Borough Church of St Mary, Harrow on the Hill, the Parochial Church Council recognises that the few who are determined to harm children or adults, deliberately seek out groups or organisations where they can meet children or other vulnerable people; the Church is particularly vulnerable to these people.

Creating and maintaining a safeguarding culture will discourage them from becoming involved in Church for the wrong reasons and will make it difficult for them to harm or abuse children or adults if they do.

In order to assist with the creation of a positive safeguarding culture, the Parochial Church Council has:

Appointed:

- One appropriately experienced designated Parish Safeguarding Officer (PSO) to work with the incumbent and PCC. Both he and the DBS Evidence Checker are lay persons.
- The PSO is supported, trained and given a copy of the parish safeguarding policy and procedures;

Complied with the “Safer Recruitment” practices by:

- Appointing all church officers who work with children, young people and/or vulnerable adults are recruited in line with the principles outlined in House of Bishops’ Safer Recruitment practice guidance including regular DBS applications. Further work will be needed to continue to review practice in line with changing diocesan guidance.
- Offering individuals access to safeguarding training and support;
- Ensuring that individuals have undertaken the requisite levels of training in accordance with the chart set out in the Parish Safeguarding Handbook;
- Issuing all trained individuals with the current wallet-sized Safeguarding Contact Card;
- Providing appropriate insurance to cover for all activities undertaken in the name of the PCC which involve children and vulnerable adults, namely Ecclesiastical Insurance Group’s “Parishguard” policy;

Displayed:

- A formal statement of adoption of the House of Bishops ‘Promoting a Safer Church; safeguarding policy statement’ which signed on behalf of the PCC, presented at the APCM as part of this report and displayed on the website;
- Contact details of the local leaders;
- Contact details of the Parish Safeguarding Officer, the Children’s Champion and the Diocesan Safeguarding Team – including phone, email and website details and Information about where to get help with child and adult safeguarding issues, domestic abuse and key helplines e.g. ChildLine;
- A hard copy of the Diocese Safeguarding Manual ‘A Safer Church’ which acts as our Parish Safeguarding Handbook;

Responded by:

- Promoting an environment, which is welcoming and respectful and enables safeguarding concerns to be raised and responded to openly, promptly and consistently;

Agreed policies and procedures to:

- Deal promptly with safeguarding allegations or suspicions of abuse in accordance with the relevant policy and practice guidance and in consultation with the Diocesan Safeguarding Adviser;
- Report all safeguarding concerns or allegations against church officers to the Diocesan Safeguarding Adviser;
- Ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser;
- Comply with all data protection legislation especially in regard to storing information about the 'church workforce', which includes volunteers and any safeguarding records;
- Provide an "activity risk assessment" tool for each those involved in activities associated with either children or vulnerable adults, and run in the name of the Church.

Reviewed and Reported Progress by:

- Inviting the PSO to regularly report on safeguarding in the parish. Safeguarding has been added as a standing agenda item at each PCC meeting and Finance & General Purposes PCC Sub-committee meeting.
- Reporting to the APCM in an annual report in relation to safeguarding. In the PCC's annual report will be a statement which reports on progress and a statement as to whether or not the PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding.

Supported the Hiring of Church Premise by:

- Developing and updating its agreement with any person/body wishing to hire church premises stating whereby the person/body hiring the premises agrees:
  - to comply with the relevant safeguarding guidance issued by the House of Bishops and the diocese;
  - ensure that children and vulnerable adults are protected at all times, relevant staff have had appropriate DBS checks and that all reasonable steps have been taken to prevent injury, illness, loss or damage occurring;
  - ensure that all those hiring church premises carry full public liability insurance for this, or are covered through the church insurance (for example hire for a children's party).

### Support & Compliance Assurance:

The measures identified in the list above are checked triennially during the archdeacon's visitations and annually via the return of the Parish Safeguarding Checklist to the Diocesan Safeguarding Team.

At the current date, no actions are outstanding.

Matthew Biggs, Parish Safeguarding Officer 28<sup>th</sup> February 2022

### **Sunday School Report**

Due to the Covid restrictions, Sunday School were unable to meet in person on the 1<sup>st</sup> and 3<sup>rd</sup> Sundays of the month. We did however continue via email and the prepared Sunday School lessons were sent out via email to enable the children and their families to spend some time reading the bible stories and discussing them together at home. This seemed to work and was well received by the parents.

The PCC agreed that Sunday School could start to meet again on 4<sup>th</sup> July 2021. A risk assessment was carried out and at the time it was agreed that the children would start the service in the church room rather than from church.

It was wonderful to see the families again and we have had a few new children join us. Attendance has been sporadic, partly due to Covid and other commitments. We followed the usual format and we also managed to have a Godly Play session which worked very well and it is my hope to do some more in the future.

Everyone was delighted to end the year with the Nativity Play and the children did a great performance.

### **Music Report**

Due to the prevailing pandemic restrictions, musical activity at St Mary's in 2021 was somewhat limited. However, from the summer the choir gradually returned to singing in person, initially limited to 6 singers and now more flexible but still well spaced. The Carol Service was moved to being an outdoor event with brass accompaniment – a rather damp affair – which was nonetheless enjoyed and appreciated by those who attended. At Christmas we introduced a new setting of the sung sections of the Eucharist – The Salisbury Setting by Grayston Ives – which will be our usual setting for festal seasons, along with Neil Gillespie's setting for penitential seasons and David Thorne's The Trinity Mass for Ordinary Time.

We hope that 2022 will see a return to a fuller programme of activities with the resumption of monthly Choral Evensong services, regular Thursday choir practices, etc.

Tim Smith  
Director of Music

## **Handbell Report**

The group were not able to meet even after UK Covid regulations began to be relaxed, as the HRGB rules stipulated 2metres rehearsal distance, and we felt we couldn't practice this way.

However, we finally managed to ring carols at a Christmas tree festival in All Saints Harrow Weald Church on 11<sup>th</sup> Dec, and then at Harrow Philharmonic Choir's Carol service on 18<sup>th</sup> Dec.

Owing to the huge and tragic losses of Elizabeth Bowen and Lesley Dodd, we are very low on numbers at the moment, but have had enquiries from 3 prospective members and hope they will end up by joining us.

Jean Pearson

## **Tower Captain's Report**

### **Bell Ringing Guild, St Mary's, Harrow on the Hill**

The main aims of my work as Tower Captain continue to be:

First: to ensure that there is bell ringing for Sunday morning services, and for other special occasions, particularly for St Mary's Church;

Second: bell ringers have appropriate training for their own advancement, for the improved quality of band bell ringing, and for the sustainability of future bell ringing at St Mary's;

Third: bell ringing at St Mary's is enjoyable and welcoming to visitors and to newcomers;

Fourth: to encourage St Mary's ringers to contribute to the wider ringing community.

The first aim has been achieved when government regulations regarding COVID have been eased. My thanks go to all those who have supported the return of Sunday service ringing. When tower bell ringing restarted in April, regulations only allowed a single ringer or family members, so I alternated with Pauline and Michael Chandler. Then in May we were allowed socially distanced ringing so we moved to five ringers and then on to six in July with a return to the full band on Sundays and Mondays in August, with learners joining in September. I am delighted to report that St Mary's has had ten bells ringing on a number of Sundays, and some practices have had eleven ringers attend.

During the year we have managed to ring for the following special occasions:

- The Duke of Edinburgh's funeral
- The welcome to our new Curate, Graham Dale
- St Mary's Spire Fund video
- John Lyon Founders Day Service
- COP26, tolling
- Remembrance Sunday
- The Christmas Carol Service
- New Year's Eve ringing by two ringers

- Ringing in celebration of the life of Bishop Desmond Tutu
- St Mary's 928<sup>th</sup> birthday

Many thanks to Michael Chandler, Steeple Keeper, and to Caspar Kennedy, Assistant Steeple Keeper, for their regular maintenance of the bells and for prompt repairs. The rope came off the treble's wheel during the Christmas Day ringing leading to a broken stay, but due to having a replacement ready, the stay was replaced within the week. Thanks to both of them also for raising the bells on Saturday mornings.

The second aim is being achieved by our focus on our learners since the August restart, a time of Ringing Recovery. My thanks go to our regular team of experienced ringers, including our weekly helper, Paul Daybell, who enable each learner to practise within a secure band. We have managed very well despite losing Sonia Field at this vulnerable time to Harrow Weald, where she unexpectedly accepted a new post of Ringing Master, with immediate effect. We congratulate Sonia on her new permanent post and wish her every success there. As Tower Captain, I am grateful that St Mary's permits us to welcome visiting helpers and we hope that this will be extended to visiting groups as COVID restrictions ease. Since the last AGM some of the band have participated in Harrow Ringing Room virtual practices and MCALDG training events, mostly virtual, outings and Quarter Peal attempts, to help their skills and understanding develop further. Clear progress is being made by each learner and it is hoped that this progress can be consolidated in Quarter Peal attempts during the forthcoming year. Marc Kasfiner rejoined as a learner in September and, in impressive style, soon joined the Sunday morning service band. Our thanks to Audrey Wakeling and to Douglas Dodd who join us on Sundays and for special ringing whenever possible.

The third aim has been achieved, evidenced by the high regular attendance rate for Monday night practices and for Sunday morning service ringing. Before August, I ran Harrow Ringing Room for our tower ringers, welcoming Harrow Weald and other ringers, to maintain participants' ability to ring a range of methods and touches with good striking. These virtual sessions were also helpful to ringers keeping in touch with each other. Further, our ringing chamber has become more welcoming with the improved use of its seating and its regular cleaning, afforded by Pauline and Michael.

The fourth aim has also been achieved as much as possible this year. I have been elected as S&W District Secretary after serving as Assistant Ringing Master. As part of my role, I arrange and co-ordinate a number of monthly practice sessions for the S&W District to enable ringers to maintain and improve their ringing skills, and to learn from other more experienced ringers. I have also passed the appropriate Safeguarding courses in order to support Michael and Pauline Chandler and Henry Johnson, in training any Harrow pupils and adults wishing to learn to ring. The committee I serve on decided not to prepare another virtual recorded Bell Ringers' Advent Carol Service, but ringers were directed to the one made for Christmas 2020 (<http://www.bellringing.london/london-bellringers-advent-carol-service-2020/>). Hopefully we can arrange a London's Bell Ringers' Advent Carol Service for 2022. St Mary's has continued to support the long standing monthly first Sunday service ringing at All Saints, Harrow Weald, since last August. Indeed, when ringing first

restarted last May and socially distanced ringing limited us to five ringers, we agreed for Harrow Weald to approach our ringers who were not named on our rota for each Sunday. Now that both bands appear to be developing in a positive way, it would be good to move forward with a mutually supportive arrangement on an ad hoc basis according to need rather than on a fixed regular basis. However, the church's long running repairs to the staircase along with the policy to limit the spread of COVID have meant we have had to refuse a number of requests made by visiting groups for Quarter Peal attempts and outings, organisations wishing us to ring for their events, and S&W District for us to host specific events and practices.

As Tower Captain, I continue to be delighted with the commitment from our ringers to attending practice nights and to Sunday service ringing. I am also grateful for the continued support and help from Fr James Power. In this context, I am optimistic about our band maintaining ringing to an improving standard at St Mary's, and that our band can continue to take part in District ringing events and to support national and local events, including a contribution to Harrow School's 450<sup>th</sup> celebrations.

Bridget Campbell, Tower Captain, February 2022

### **Communications and Heritage Report**

Work on the Spire Newsletter has continued apace alongside the work we do in promoting St Mary's Heritage. Newsletter highlights of 2021 were pieces about the Living Churchyard (including the Litter Pick), articles about St John's Church Pinner's 700<sup>th</sup> anniversary, and COP26.

The Heritage highlight of 2021 was the Heritage Open Day Festival in September. 2021's theme was "Edible Harrow" and with the help of the Chandlers we produced some fascinating history on the Blackwell family (of Crosse & Blackwell) - one member of whom was a St Mary's Church Warden in 1820! We were able to highlight the "Ice Queen" of Pinner, Mrs Agnes Marshall, who invented the Ice Cream cone and who died in Pinner and it who is commemorated in a Ninian Comper window in St John's Pinner. As in 2020 we produced printed leaflets to allow people unable to go on the walks to "join in". For Remembrance Sunday we published a diagrammatic of the War Graves in the churchyard and gave a guided walk illustrating the amazing stories behind these graves.

In 2022 we are working on material for the 450 celebration which will showcase all the amazing links of St Mary's with Harrow School via our monuments. The theme for Heritage Open Day Festival 2022 is "Astounding Inventions" and we are already having all sorts of fun identifying ideas which originate from people who lived in Harrow. In November we would like to repeat the war memorials tour. Particularly for the Heritage Open Day Festival it has been wonderful to work with people outside the congregation who have come forward and provided amazing help and contributed to days that have been described as Triumphs! Organising the walks is more difficult under COVID because risk assessments are more comprehensive, and we are very grateful for the help provided by Harrow Hill Trust and



Spirewatch. Most important of all, we have felt we have found some new friends via this work and being part of a team showcasing local heritage.

We organised a “mini” outing in August to the Becket Exhibition at the British Museum. We would like to do something similar in 2022 and are thinking about a trip to St Albans. Over Christmas we received many compliments for the work that we do in the newsletter and the heritage walks from both inside the church and outside, and often from very unexpected sources! In addition, we have been working hard with the Creation Group to maximise the publicity that we can get within the community for the environmental work that the Creation Group is providing. Particularly effective, although simple, was the putting up of temporary placards in the churchyard to illustrate the work of the C of E environmental programme with COP26.

In terms of the newsletter itself we have a small, dedicated team of contributors. Further efforts still need to be applied towards encouraging people to submit articles. We are pleased that the newsletter is now updated on the website which should increase our reach. Following a survey earlier in the year, we have updated the templates we use for the Newsletter which gives it a snazzier feel. For 2022 we still seek more guidance as to how we can build on the links that we already have with the community.

Judith Shepherd March 2022

### **Care and Outreach Report**

Care and Outreach is about looking out for each other and helping in what ever way we can. With the Covid restrictions we were unable to meet people face to face as our socialising was severely reduced.

However, we were able to keep in touch by Zoom and phone and although this was no substitute for personal contact, it was certainly a great help.

Our plans for a series of talks where we were to invite members from neighbouring congregations had to be cancelled. We were going to cover “How to recognise and deal with scams” , “ How to talk to dementia sufferers and help them feel safe when away from their home environment” , and “ a Talk and Discussion from Harrow Bereavement Care”. We very much hope to organise these events in the future.

We have distributed the monthly anonymous donation to Cardiomyopathy, the MS Therapy Centre, Alzheimer’s Society, Christian Aid and the British Legion.

The distribution of the Crown Street money has been allocated to local charities as follows,

£500 to Resurgo Spear which provides help and support for the age group 16years to 24years to overcome the challenges they face in finding long-term employment.

£500 to St. Mark’s Hospital, Northwick Park specialising in bowel disease research.

£500 to My Yard which reduces food waste by rescuing surplus food and shares it with those most in need locally. Groups of young people have learnt how to cook healthy meals

with their own home-grown vegetables. My Yard also provide workshops such as music, dance and yoga and run a weekly over 50's club.  
£500 to Harrow Bereavement Care . Their mission is to relieve the suffering and distress caused by bereavement for all adults and children in the local community.

### **Gardeners and Churchyard Report**

The arrival of Covid 19 in March 2020 has had a considerable effect on the Churchyard. The Volunteer gardeners monthly work-party dropped off due to illness, self-shielding and compliance with Government regulations. Small ad hoc groups met to complete the required works throughout the year, with maintenance of the existing being the aim.

The grounds received a much higher footfall than in previous years, with people sitting out in the quiet areas and also many more walkers passing through. This has allowed positive contact with many non-church goers of many faiths and none, who were unsure if they were even allowed into the building!

Two graves stone have been restored by a local builder. A cross was found in a holly bush and was replaced on its original stepped base. The second being a restoration of an original break in an early table-top grave, where a previous repair had failed. The builder supplied his services for free as he walks through the grounds regularly.

Looking forward, Mr Robert Lemon has managed to keep the old mower running. As a result of his early warnings, funding has been obtained to allow for a replacement, as and when he requires. Planning for the future storage of the machine has been considered, when its current place is no longer available. Off -site storage over-winter is available for free, if it is required, in a secure brick garage. Funding is in place for the three council brown garden waste bins for the year 2022-2023 allowing for better composting.

Many of the tools in storage above the Church office are in poor condition. Their storage area may have a change of use shortly and they will need to be sorted through and the broken and unused disposed of.

The size and weight of tree canopy is concerning. We continue to have considerable branch falls due to wind. To date, no gravestones have been damaged. The largest branch to fall was 14 foot x 8 inches; fortunately it was on the open lawn area.

### **Flower Arrangers Report**

It was a very different year from the norm in every respect and flower arranging at St Mary's was no exception. Unfortunately, our Saturday morning arranging was unable to take place but throughout the year we managed to have flowers every week.

The Easter services took place outside, so the Easter Garden was planted in the churchyard, and as the church was open for private prayer we had our usual lilies on the altar and in the pedestal.

By Harvest services were back in church and we were very grateful to Peter Weller and Ian McCormack from West Harrow Allotments for giving us their dahlias for the decorations. Although we still couldn't get together, a few ladies, individually, managed to find time when it was safe to arrange. It was heart-warming to see the church looking beautiful, welcoming and colourful, thanks to their hard work.

By the time Christmas came, we desperately wanted to get as close to normal as we could manage. Unfortunately, we have lost several of our stalwart arrangers over the last two years. Among them - Ian McCormack, Maggie Bishop and Tina Dix through ill health, Judi Rado, who has moved away, and Helga Liddiard who sadly died. However, I couldn't have been more grateful for the way people, who had never done arrangements before, offered to help and stepped up to the mark with wonderful results. It was a great effort and reflects the true spirit of the St Mary's family to help and support each other. Thank you to everyone.

I am also indebted to some very kind and loyal people who give regular donations to the Flower Fund and to those who give the flowers in memory of loved ones. It is a tremendous help and gratefully appreciated.

## **Creation Group Report**

The Creation Group formed in early 2021 following discussion amongst the St Mary's groups reading of Ruth Valerio's Say Yes to Life. Engagement with Valerio's work has been enthusiastic and led to an additional group set up to read the book during 2021.

We are committed to improving the environmental credentials of our church. As part of our commitment, we have registered with Eco Church, a project run by A Rocha UK, to improve our environmental credentials in five key areas of church life: Worship and Teaching, Buildings, Land, Community and Global engagement and Lifestyle.

Lent 2021: we asked the congregation to have a 'plastic-less lent' supported by a display in the church of examples and information. We received much positive feedback on this from regular worships and visitors.

Church Services: The Easter service was held outside in the churchyard and supported by the Creation group, and we have gone on to support services with a Creation focus throughout the year.

Season of Creation: In 2021, as we face the climate emergency, our themes for the four Sundays of Creationtide were: Wonder, Abundance, Desolation and Restoration. This was reflected in our worship and wider activities, including a quiet morning on Contemplating Nature run by Alison Christian and the fantastic work of the Sunday School led by Kellie Reilly.

For Harvest festival, we invited and were joined by members of the Harrow Foodbank who shared with us the vital work they are doing and encouraged the congregation in their support.

Churchyard: We are lucky enough to have the support of Ann Allen who has provided a number of insightful and enjoyable 'Churchyard rambles' helping us to spot and identify the species that make their home in the churchyard. Further information with photographs is provided by Ann displayed in the church.

A 'Spring in the churchyard' quiz was provided to our younger visitors to assist in their thinking with various aspects of engagement with the churchyard and to provide an activity to many during a period of pandemic 'lockdown'.

UN Climate Change Conference COP 26: Faith Leaders have joined together to demand climate action at COP26 in Glasgow in 2021. At St Mary's, we discussed how we can best respond to this message and support the aims of the summit. We engaged with the local community by erecting through the churchyard and in the church, a display, placards and a banner with the title "St Mary's Church calls for Climate Justice".

We have launched a regular Fairtrade stall selling fairly traded food stuffs after the Sunday service and at the Christmas coffee morning.

Communications: The St Mary's Church website has been updated to include a section on the Creation Group and the work we are doing to encourage more people to get involved, we also include updates and pieces for the Spire publication.

Emma Marfe

## Financial Review for 2021

The Statement of Financial Activities for the year 2021 forms part of this report.

During the year the Church received a windfall of £45,100 for filming rights at the old vicarage. The PCC designated £35,100 of this to the Spire Fund, and £10,000 to the general fund. Despite this once off bonus income, there was still a deficit of £15,531 on the running of the Church (general fund). As mentioned in the Finance and General purposes report Planned Giving continues to decline and prayerful thought should be given to what increase you can afford to keep the Church on a sure footing.

The deficit on general fund was alleviated by a surplus on the revaluation of investments of £13,463, but this is just a paper profit, and still leaves a deficit on general fund of £2,068. Our most significant cost is the diocesan contribution which was £62,648 for 2021, and 2020. A small increase to £63,648 is anticipated for 2022. Bear in mind that this is  $\frac{3}{4}$  of the contribution level for a full-time vicar. Other significant costs are staff costs (Parish Secretary and Director of Music and cleaner), utilities, insurance, electricians, plumbers, and maintenance of burglar and fire alarms. There was also an exceptional item of £7105 for Buttress Repairs, being that part of the total cost (c£22,000) that The Friends of St. Mary's were unable to meet.

### Restricted Funds:

The following is a summary of movements on the Spire Fund with related Gift Aid added:

Individual Donations	£8389
Events: Harrow Celebration	74
Events: Capital Ring Walk	1894
Events: Heritage Open Day	369
War Graves Tour	176
Christmas cards	359
Total Receipts	£ <u>11261</u>

### Expenditure:

Newell Post Repair	4216
Architects' and Engineers' fees	3553
Drone Filming costs	1895
Just Giving charges	90
Christmas cards	564
Total Costs	£ <u>10318</u>

Advantage is taken of the listed places of worship scheme to reclaim VAT on the above costs.

Donations were received for the Peachey Stone repair (£10,000) from Harrow Council, and for the purchase of a lawn mower (£350) from a member of the congregation. There was no movement on the Memorial Garden Fund which stands at £351. The Spire Fund was £88,297 at 31<sup>st</sup> December.

### Designated Funds:

The PCC designated £35,100 of filming rights income to the Spire Fund. There was no movement on the Sound System Funds which stands at £21,346.

**Parochial Church Council of St Mary, Harrow on the Hill, Middlesex**  
**Parish ref 24.01**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2021**

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## **Notes to the Financial Statements for the year ended 31 December 2021**

### **I. Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation when facts are uncertain in the preparation of the financial statements are as follows:

#### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2008, the Charities Act 2011, and with the Charities Statement of Recommended Practice and Financial Reporting Standard (FRS102). The financial statements have been prepared in pounds sterling, under the historical cost convention, and include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups which owe their main affiliation to another body nor those that are informal gatherings of Church members. Figures have been rounded to the nearest £.

The Parochial Church Council of St. Mary, Harrow on the Hill, is a corporate body established by the Church of England. The consecrated property, the Church, is located at Church Hill, Harrow on the Hill, HA1 3HL, in the United Kingdom of Great Britain and Northern Ireland.

It is the policy of the PCC to keep financial viability constantly under review, and in this regard the PCC considers that there are no material uncertainties and that the Church is a going concern.

The PCC meets the definition of a public benefit body under FRS 102.

#### **Funds held by the PCC are:**

*Unrestricted Funds* – the General Fund and the Reserve Fund represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC.

*Designated Funds* – these are monies set aside by the PCC out of unrestricted funds for specific future purposes.

*Restricted Funds* –

a) Income from trusts or endowments which may be expended only on those restrictive objects provided in terms of the trust or bequest

b) Donations, collections or grants received for a specific designated object.

The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The Roof and Spire Fund is the most significant example.

*Endowment Funds* – funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the original document. The PCC has no endowments at present.

## **Income**

All income is accounted for gross.

### ***Donations and Legacies***

*Collections* are recognised when received by or on behalf of the PCC.

*Planned giving* is recognised when receivable by or on behalf of the PCC.

*Income tax* recoverable on Gift Aid donations is recognised on an accruals basis matched to the period when the donation was received. It will therefore include claims made after the year end relating to donations received in the year.

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

### ***Other trading activities (Filming Rights)***

Trading income is recognised on an accruals basis when its ultimate receipt is reasonably certain.

### ***Income from investments***

Dividends and bank interest are accounted for on an accruals basis.

### ***Other income***

All other income is recognised when it is received.

### ***Gains and losses on investments***

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

## **Expenditure**

Expenditure is accounted for on an accruals basis and is accounted for gross.

### ***Grants***

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

### ***Church activities***

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

## **Fixed Assets**

Consecrated and beneficed property of any kind is excluded from the accounts by virtue 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 disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory that 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 accounts

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

### ***Depreciation***

Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. Equipment used within the church premises would, if there were any, be depreciated on a straight-line basis over 5 years.

It is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so low that any depreciation would not be material. Any such assets would be subject to annual impairment reviews and provision made if there were any permanent diminution of value.

The Church Room was built in 1960 at a cost of £9,965 including architect's fees: this is depreciated on a straight line basis.

### ***Investments***

Investments are valued at market value at 31st December

## **Current Assets**

Income tax recoverable and other debtors are included at the settlement amount due. Prepayments are stated at the amount prepaid. Cash at bank includes cash and short-term liquid assets with a maturity of less than 3 months from the date of opening the deposit, and, short term liquid assets of between 3 and 12 months maturity which are stated at the balance on the account at the accounting date.

## **Creditors**

Creditors and provisions are recognised where the Church has a present obligation arising from a past event that can be measured or estimated reliably. Creditors are stated at their settlement amount.

## **Investment Policy**

Funds in excess of immediate working capital requirement are placed in a bank deposit account.

## STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds - 2021 £	Restricted Funds - 2021 £	Designated Funds -2021 £	Total Funds - 2021 £	Unrestricted Funds - 2020 £	Restricted Funds - 2020 £	Designated Funds -2020 £	Total Funds - 2020 £
<b>Income from:</b>									
<i>Donations and legacies</i>	2a	87144	22668		109812	97738	25477	10000	133215
<i>Other trading activities</i>	2b	2001	0		2001	547	0		547
<i>Investments</i>	2c	3273	0		3273	3298	0		3298
<i>Other income</i>	2d	24304	0	35100	59404	28091	0		28091
<b>Total income</b>		<b>116722</b>	<b>22668</b>	<b>35100</b>	<b>174490</b>	<b>129674</b>	<b>25477</b>	<b>10000</b>	<b>165151</b>
<b>Expenditure on:</b>									
<i>Church activities</i>	3	132253	11375	0	143628	126300	46969	3654	176923
<b>Net Income/(Expenditure) before Investment Gains</b>		<b>-15531</b>	<b>11293</b>	<b>35100</b>	<b>30862</b>	<b>3374</b>	<b>-21492</b>	<b>6346</b>	<b>-11772</b>
<b>Net gains/(losses) on investments</b>	5	13463			13463	5984			5984
<b>Net Income</b>		<b>-2068</b>	<b>11293</b>	<b>35100</b>	<b>44325</b>	<b>9358</b>	<b>-21492</b>	<b>6346</b>	<b>-5788</b>
<b>Net movement in funds</b>		<b>-2068</b>	<b>11293</b>	<b>35100</b>	<b>44325</b>	<b>9358</b>	<b>-21492</b>	<b>6346</b>	<b>-5788</b>
<b>Reconciliation of Funds</b>									
<b>Total Funds b/f at 1 January</b>		<b>189146</b>	<b>52604</b>	<b>21346</b>	<b>263096</b>	<b>179788</b>	<b>74096</b>	<b>15000</b>	<b>268884</b>
<b>Total Funds c/f 31 December</b>		<b>187078</b>	<b>63897</b>	<b>56446</b>	<b>307421</b>	<b>189146</b>	<b>52604</b>	<b>21346</b>	<b>263096</b>

**BALANCE SHEET AT 31 DECEMBER 2021**

	Notes	2021 £	2020 £
<b>Fixed Assets</b>	5		
Investment		106103	92640
Church Room		2420	2723
<b>Total Fixed Assets</b>		<b>108523</b>	<b>95363</b>
<b>Current Assets</b>			
Methodist Chapel Aid Deposit Account		50956	50532
CBF Deposit Account		65500	80500
HSBC Current Account		22733	20555
HSBC Roof and Spire Fund Account		45894	4302
Natwest Current Account		929	694
Sundry Debtors (Accounts Receivable)	6	21316	15555
		<b>207328</b>	<b>172138</b>
Sundry Creditors (Accounts Payable)	7	-8429	-4405
<b>Net Current Assets</b>		<b>198899</b>	<b>167733</b>
<b>NET ASSETS</b>	8	<b><u>307422</u></b>	<b><u>263096</u></b>
<b>Funds</b>			
<i>Restricted Funds</i>	9		
Memorial Garden Fund		351	351
Spire Fund		53197	52253
Peachey Stone		10000	
Lawn Mower		350	
<b>Restricted Funds</b>		<b>63898</b>	<b>52604</b>
<b>Designated Funds</b>			
Sound System		21346	21346
Spire Fund		35100	
		<b>56446</b>	<b>21346</b>
General Fund	9	167294	169362
Reserve Fund	9	19784	19784
<b>Unrestricted Funds</b>		<b>187078</b>	<b>189146</b>
<b>Total Funds</b>		<b><u>307422</u></b>	<b><u>263096</u></b>

Approved by Parochial Church Council

James Power  
Vicar

Date

15 March 2022

The accompanying notes form part of these financial statements

Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

2 Income from:-

	Unrestricted Funds - 2021 £	Restricted Funds - 2021 £	Designated Funds - 2021 £	Total Funds - 2021 £	Unrestricted Funds - 2020 £	Restricted Funds - 2020 £	Designated Funds - 2020 £	Total Funds - 2020 £
<b>2a Donations and Legacies</b>								
Charitable Fundraising		557		557		3058		3058
Planned Giving	54138			54138	53246			53246
Collections	3774			3774	2472			2472
Income Tax Recovered	13827			13827	12865			12865
Miscellaneous Income	159			159	287			287
Donations (see below) 2e	15246	22111		37357	28868	22419	10000	61287
	87144	22668	0	109812	97738	25477	10000	133215
<b>2b Other trading activities</b>								
Profit on sale of investments								
Christmas Mini Fayres	1066			1066				
Fair Trade Sales	282			282	0			
Other Church activities	653			653	547			547
	2001	0		2001	547	0		547
<b>2c Investments</b>								
Dividend and Interest Income	3273			3273	3298			3298
	3273			3273	3298			3298
<b>2d Other income</b>								
Filming Rights	10000		35100	45100	11200			11200
Fees for Weddings and funerals	3576			3576	4107			4107
Rental Income	10728			10728	12784			12784
	24304	0	35100	59404	28091	0		28091
<b>Total income</b>	<b>116722</b>	<b>22668</b>	<b>35100</b>	<b>174490</b>	<b>129674</b>	<b>25477</b>	<b>10000</b>	<b>165151</b>
<b>2e Details of Donations</b>								
Individual donations	5246			5246	18868	330		19198
Spire Individual donations		8389		8389				
Spire Fund Raising Events		2513		2513				
Spire Christmas cards at Mini Fayres		359		359				
Sub total for Spire		11261	0	16507				
Buttress				0		22089		22089
Harrow School Contribution	10000			10000	10000			10000
Peachey Stone		10000		10000				
Christmas Concert		500		500				
Lawn Mower		350		350				
Individual donations for Notice Board				0			3654	3654
Legacy received in 2020 for Sound System				0			6346	6346
<b>Totals</b>	<b>15246</b>	<b>22111</b>	<b>0</b>	<b>37357</b>	<b>28868</b>	<b>22419</b>	<b>10000</b>	<b>61287</b>

Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

3 Expenditure on:

	Unrestricted Funds - 2021 £	Restricted Funds - 2021 £	Designed Funds -2021 £	Total Funds - 2021 £	Unrestricted Funds - 2020 £	Restricted Funds - 2020 £	Designed Funds -2020 £	Total Funds - 2020 £
<i>Church Activities</i>								
Charitable Giving (see below)		557		557		3058		3058
Church Services	170			170	944			944
Churchyard	0			0	0			0
Depreciation	303			303	303			303
Diocesan Fund	62648			62648	62648			62648
Fabric	3761			3761	12793			12793
Fees to Diocese and Bell ringers	1668			1668	1541			1541
Insurance	10461			10461	10265			10265
Maintenance & Services	7510			7510	2726			2726
Roof				0		1070		1070
Spire		10318		10318		20752		20752
Buttress	7105			7105		22089		22089
Noticeboard				0			3654	3654
Christmas Concert	0	500		500				0
Music	9786			9786	8927			8927
Office Expenses	15768			15768	16543			16543
Parochial Expenses	1664			1664	1789			1789
Utilities	10747			10747	7501			7501
Subscriptions	662			662	320			320
<b>Total expenditure</b>	<b>132253</b>	<b>11375</b>	<b>0</b>	<b>143628</b>	<b>126300</b>	<b>46969</b>	<b>3654</b>	<b>176923</b>

Distribution of Charitable Giving

Charity	2021	2020
<i>Overseas Charities</i>		
Christian Aid week	100	
<b>Sub-total Overseas</b>	<b>100</b>	<b>0</b>
<i>Home Charities</i>		
Firm Foundation		310
Cardiomyopathy Association	100	294
London Diocese Lent Appeal		37
Multiple Sclerosis		243
Bereavement Care		500
Place 2B		70
British Legion Poppy Appeal	53	
Great Ormond Street		100
St.Mark's Hospital		500
My Yard		500
Resurgo Spear	281	219
Alzheimer's Society		200
Mind in Harrow		85
Unallocated	23	
<b>Sub-total Home</b>	<b>457</b>	<b>3058</b>
<b>Total Charitable Giving</b>	<b>557</b>	<b>3058</b>

## Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

## 4 Staff Costs

*a Wages and salaries*

The average number of employees during the year was 3. They were the Organist/Choirmaster, a Parish Secretary and a cleaner. No payment was large enough to attract social security costs. The PCC is registered with the Pensions Regulator and the employees may join the scheme at their discretion. No employee received employee benefits of more than £60,000 during the year (2020: the same).

	2021	2020
	£	£
Wages and salaries	16842	16760
Pension Contributions	-	-
Totals	<u>16842</u>	<u>16760</u>

*b Transactions with PCC members*

Parish Secretary Keith Grout is a member of the PCC. Under the Charities Act 2006 he was paid the sum of £7,143 (without pension contribution or any other benefit) during the year. The total donations made by PCC members during the year were £19,276 (2020: £10,224). There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

## 5 Investments, Fixed &amp; Capital Assets and unrealised gain thereon.

## CBF Investment Income shares:

Date		no. shares	Price/pence	Value £
31/12/2020	Holding	4531	2044.67	92640
31/12/2021	Unrealised Surplus			13463
31/12/2021	Holding	<u>4531</u>	<u>2341.81</u>	<u>106103</u>

	Freehold Property £
Cost 01/01/2021 and 31/12/2021	<u>9965</u>
Depreciation	
At 1st January 2021	7243
Charge for the year	<u>302</u>
At 31st December 2021	<u>7545</u>
Net book value	
At 31/12/2021	<u>2420</u>
At 31/12/2020	<u>2723</u>

## 6 Debtors: amounts falling due within one year

	2021	2020
	£	£
Income Tax Recoverable on Gift Aid	4295	2980
Accrued Investment income	609	528
VAT recoverable from DCMS listed places of worship scheme	843	3758
Filming Rights	9000	
Friends of St. Mary's	0	4194
Other debtors	<u>6569</u>	<u>4095</u>
Total	<u>21316</u>	<u>15555</u>

Notes to the Financial Statements for the Year ended 31 December 2021 (continued)

7 Creditors: amounts falling due within one year

	2021 Unrestricted £	2021 Restricted £	2021 Total £
Charity collections		2223	2223
Utilities	1610		1610
Other Church expenses	4596		4596
<b>Total</b>	<b>6206</b>	<b>2223</b>	<b>8429</b>
	2020 Unrestricted £	2020 Restricted £	2020 Total £
Charity collections		2319	2319
Due to diocese	633		633
Other Church expenses	1453		1453
<b>Total</b>	<b>2086</b>	<b>2319</b>	<b>4405</b>

8 Analysis of Asset by Fund

	Unrestricted £	Restricted £	Designated £	Total £
Investment	106103			106103
Church Room	2420			2420
Net Current Assets	113655	63898	21346	198899
	<b>222178</b>	<b>63898</b>	<b>21346</b>	<b>307422</b>

9 Statement of Funds

	Balance b/f 1 Jan 2021 £	Income plus surplus on revaluation of shares£	Expenditure £	Balance c/f 31 Dec 2021 £
<b>Unrestricted Funds</b>				
General Fund	169362	130185	132253	167294
Reserve Fund	19784			19784
	<b>189146</b>	<b>130185</b>	<b>132253</b>	<b>187078</b>
<b>Restricted Funds</b>				
Memorial Garden	351			351
Spire	52253	11262	10318	53197
Lawnmower		350	0	350
Peachey Stone		10000		10000
Charitable Fundraising		557	557	0
Christmas concert		500	500	0
Total Restricted	52604	22669	11375	63898
<b>Designated Funds</b>				
Sound System	21346			21346
Spire Fund		35100		35100
Total Designated	21346	35100	0	56446
	<b>73950</b>	<b>57769</b>	<b>11375</b>	<b>120344</b>
<b>Total Funds</b>	<b>263096</b>	<b>187954</b>	<b>143628</b>	<b>307422</b>

10 Independent Examiner's remuneration.

The independent examiner does not charge a fee for his work.

**Parochial Church Council of St Mary, Harrow on the Hill, Middlesex**

**Parish ref 24.01**

**Independent examiner's report to the Parochial Church Council of St. Mary, Harrow on the Hill, Middlesex.**

This report on the accounts of the Parochial Church Council (PCC) for the year ended 31 December 2021 which are set out in the Annual Report and Statement of Financial Activities, is in respect of an examination carried out under the Church Accounting Regulations 2016 ("the Regulations") and sections 144 and 145 of the Charities Act 2011 ("the Act").

**Respective responsibilities of members of the PCC and examiner**

As members of the PCC you are responsible for the preparation of financial accounts; you consider that the audit requirement of the Regulations and section 144 of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

**Basis of this Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 145 of the Act and to be found in the Church guidance, 2016 edition. That examination includes a review of the accounting records kept by the PCC and a comparison with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanation from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**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 (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

Michael Liddiard  
12, The Garlands,  
Peterborough Road,  
Harrow on the Hill

Dated.....24<sup>th</sup> April 2022



### **Statement of responsibilities of the Parochial Church Council (“the PCC”)**

The trustees are responsible for preparing the PCC report and the financial statements in accordance with applicable law in the United Kingdom including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the members of the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the income and expenditure of the charity for that period. In preparing these financial statements, the members of the PCC are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The members of the PCC are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the provision and detection of fraud and other irregularities.

**Parochial Church Council of St. Mary, Harrow on the Hill, Middlesex, Parish Reference 24.01**

**Associated Funds & Charities not controlled by the PCC at 31 December 2021**

	<b>2021</b>	<b>2020</b>
<b>St. Mary's Church Flower Fund</b>	<b>£</b>	<b>£</b>
Assets brought forward 1 January 2021	440	440
Income	0	0
Expenditure	0	0
Assets carried forward 31 December 2021	<b><u>440</u></b>	<b><u>440</u></b>

<b>St. Mary's Ringing Guild</b>		
Assets brought forward 1 January 2021	8453	8448
Income	100	180
Expenditure	-179	-175
Assets carried forward 31 December 2021	<b><u>8374</u></b>	<b><u>8453</u></b>

<b>St. Mary's Handbells</b>		
Assets brought forward 1 January 2021	1847	1847
Income	0	0
Expenditure	0	0
Assets carried forward 31 December 2021	<b><u>1847</u></b>	<b><u>1847</u></b>

**CHARITY ACCOUNTS (Vicars and Churchwardens)**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Charles Burt Legacy</b>		
balance bfwd 1 January 2021	32125	28952
Income including re-investment of dividends, change in investment value	5680	3173
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>37805</u></b>	<b><u>32125</u></b>

<b>The Dell Charity</b>		
balance bfwd 1 January 2021	26002	23632
Income including re-investment of dividends, change in investment value	4139	2370
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>30141</u></b>	<b><u>26002</u></b>

<b>Chester Trust Fund</b>		
balance bfwd 1 January 2021	1234	1146
Income including re-investment of dividends, change in investment value	152	87
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>1386</u></b>	<b><u>1233</u></b>

<b>Woolley Choir Memorial Scholarship</b>		
balance bfwd 1 January 2021	3167	2915
Income including re-investment of dividends, change in investment value	438	252
Expenditure		
<b>balance cfwd 31 December 2021</b>	<b><u>3605</u></b>	<b><u>3167</u></b>

