

**The Parish of Swanley St.Paul  
& Hextable St.Peter**

**Registered Charity Number 1130513**

**Annual Report  
and  
Financial Statements  
of the  
Parochial Church Council  
for the year ended 31 December 2024**

**Bank:**

Barclays Bank Plc  
30 Swanley Centre  
Swanley  
Kent  
BR8 7TJ

**Independent Examiners:**

Sargeant Partnership Ltd  
Chartered Accountants  
5 White Oak Square  
London Road  
Swanley  
Kent BR8 7AG

## **St Paul's Swanley Village and St Peter's Hextable – Annual Report for 2024**

The Parochial Church Council of the Ecclesiastical Parish of Swanley St Paul and Hextable St Peter (PCC) present their report, with the financial statements of the charity, for the year ended 31 December 2024. The PCC have adopted the provisions of *Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)*.

### **Administrative Information**

St Paul's Church is situated in Swanley Village and St Peter's Church is in the neighbouring village of Hextable. Both villages are adjacent to the town of Swanley, which is just inside the M25 in Kent. Although there are two buildings, it is one parish and has one PCC. The Churches are in the Diocese of Rochester, within the Church of England. The correspondence address is St Peter's Church Office, College Road, Hextable, Kent BR8 7RH.

The PCC has been registered as a charity (number 1130513) with the Charity Commission from July 2009.

### **Responsibilities and Purpose of the PCC**

The PCC's responsibilities primarily involve collaborating with the Vicar to advance the church's mission, including pastoral care, evangelism, social outreach, and ecumenical efforts. Key duties include:

- Managing the Parish's finances.
- Maintaining and safeguarding church buildings and their contents.
- Making significant decisions regarding church activities and governance.
- Ensuring adherence to legal and safeguarding obligations.

As the chief decision-making body of the Parish, the PCC also acts as a Board of Trustees, overseeing the church's resources and providing strategic direction.

The PCC submits an annual report detailing its activities to the APCM and to the Charity Commission.

### **Structure, Governance and management**

#### **PCC Membership**

The PCC comprises members who hold their positions by virtue of their office (ex officio), elected members from the Annual Parish Church Meeting, and co-opted members. The serving members for 2024 were:

#### **Ex officio Members:**

- Revd Dr Johnny Douglas – Vicar (PCC Chair)
- Sue Haward and John Wigginton – Churchwardens
- David Pearson and Stuart Matthews – Deanery Representatives

#### **Elected Members:**

- Rob Boswell (served until February 2024)

- Angela Chapman
- James French (joined from April 2024)
- John Hussey
- Emmanuel Itoje
- Sally Minett (joined from April 2024)
- Stephen Webster
- Eva Tinka (joined from April 2024)
- April Lee (joined from April 2024)

#### **Co-opted Members (with voting rights):**

- Chris Redmond – Treasurer
- Debbie Sams – Parish Safeguarding Officer

In accordance with a resolution passed at the October 2020 APCM, elected PCC members are subject to a limit of two three-year terms.

#### **PCC Members as Charity Trustees**

As charity trustees, all PCC members are required to sign a declaration affirming their willingness and eligibility to serve. This includes confirming that they:

- Are not legally disqualified from serving as trustees.
- Understand the charity's objectives.
- Have successfully completed any necessary checks, especially relevant given the Parish's work with children and vulnerable individuals.
- Will abide by the code of practice adopted by the PCC in 2019.
- Will complete any safeguarding or additional training required.

#### **PCC Meetings**

In 2024, the PCC convened in February, April, May, July, October, and November. An extraordinary meeting was held in December. Any urgent matters arising between scheduled meetings were resolved through correspondence and formally recorded in the minutes of subsequent meetings.

All meetings achieved a majority attendance, and minutes are available upon request from the PCC Secretary once approved at the following PCC meeting.

#### **Preparation and Review**

Prior to each meeting, briefing notes and an agenda are circulated to ensure all members are well-prepared. Minutes of meetings are taken, circulated to members and then a decision is taken at the following meeting regarding their accuracy and adoption.

The PCC and staff team routinely evaluate activities and services to identify key learnings and where required to integrate into future planning and delivery.

#### **Commitment to Responsibilities**

The PCC is deeply committed to fulfilling their spiritual and legal responsibilities with dedication and love. The PCC always seeks to work collaboratively to serve Christ, our church fellowship, and the broader community.

## **The Year 2024**

### **Overview**

Although 2024 brought numerous moments to celebrate, the year concluded on a sombre note. On 15 December, the Parish was informed that our Vicar was being suspended following complaints made to the Diocese which they were investigating.

It was a sad ending to the year particularly as the year had been characterized by steady growth in congregant numbers as we remained committed to faithfully serving the Christian community within the parish.

Our regular weekly services included:

- The 8:30 service at St Paul's.
- The 10:30 service at St Peter's.
- The "Overflow" service on the first Sunday of each month.
- A Wednesday morning communion service. Special services were also held during Easter and Christmas.

Children's and young people's ministries flourished, with regular teaching sessions on most Sundays at St Peter's, alongside a Summer Holiday Club, an after-school club, and other occasional events.

Our connection with the wider community strengthened through our community café, Next Door Hextable, and the pastoral work of our Vicar. Both the main Church building and the new community rooms at NDH remained in consistent use, frequently booked by various community and external groups.

For the first time in several years, a highly successful Summer Fun Day was organized for the local community.

There were eleven funerals, four weddings and 19 baptisms.

### **Financial Progress and Achievements**

The annual accounts are available for inspection.

In 2023, significant progress was made in reducing the building fund loans for the annex/NDH, with the outstanding debt decreasing from £217,000 to £72,500. Plans for 2024 included repaying an additional £45,000 toward these loans while simultaneously covering regular expenses such as staffing, new initiatives, rising utility costs, and maintenance of the church's building fabric.

The PCC successfully fulfilled its plan, repaying £44,989 along with £703 in interest. This resulted in a loan reduction of £44,286, leaving an outstanding balance of £28,214 at year-end.

This achievement was made possible through the consistent and faithful giving of the church congregation.

During the year both churches in the Parish reached and served more people than ever in recent past. This has been achieved not just through our weekly services but significantly through special occasions such as Easter, Christmas, occasional services (Christenings, Weddings and funerals), children work both in the church and local schools, the pastoral work of our vicar and the ministry of the community café, 'Next Door Hextable'.

### **Working Groups, Committees, and Teams**

The church and charity rules allow for the appointment of working groups—referred to as “teams”. These teams may co-opt members from beyond the PCC. All teams report to the PCC, which retains legal responsibility for decision-making and direction. Additionally, the Incumbent (Vicar) is required to be an ex-officio member.

### **The Teams in 2024**

- **Vicar and Churchwardens**
- **Pastoral Care** (coordinated by Pauline Pearson)
- **Safeguarding** (coordinated by Debbie Sams)
- **Welcome Team** (coordinated by Helena Redmond)
- **Hospitality Team** (coordinated by Lyn Moseley)
- **Prayer Ministry Team** (coordinated by Steve Webster)
- **Life Groups** (coordinated by David and Jeanna Rebel)
- **Worship Team** (coordinated by Ashley Summerhayes)
- **Children and Youth Ministry** (coordinated by Bea Reid)
- **Fabric Advisory Committee** (chaired by John Wigginton from February 2024)

It is proposed that new teams be established to lead work in additional areas over time.

In addition to these appointed teams, which have in addition a visionary mandate, many other valuable non-decision-making working groups exist within the church. These groups undertake and coordinate a variety of essential activities, for which the PCC remains deeply grateful.

### **Staffing and Volunteers**

From 1 April 2024, the PCC appointed Ashley Summerhayes on a staff contract as Worship Leader, and he also assumed some caretaking duties.

The PCC extends its heartfelt thanks to all the volunteers who have generously given their time to serve the church at St Paul's and St Peter's in various capacities, including roles within the café. We are truly blessed with an exceptional team of staff and volunteers who contribute in leadership, worship, outreach, administration, and in countless 'unseen' yet essential activities.

The church could not function without the collective efforts of the entire body working together, and for this, the PCC are profoundly grateful.

### **Seniors' Ministry**

The PCC continues to view the absence of a dedicated leader for seniors' ministry as a concern. However, steps have been taken to address some of the needs of older members of the congregation, including the establishment of new daytime Life Groups. These groups have been designed to accommodate a variety of needs, including those specific to seniors.

## **Safeguarding**

The PCC are responsible for ensuring compliance with national safeguarding requirements for charities and organisations working with children and adults at risk, as well as those outlined by the Church of England and the Diocese. The Parish has a Parish Safeguarding Officer (PSO), and safeguarding team. Together, they review, monitor, and develop policies and best practices for the PCC. Their efforts ensure, as far as possible, safer recruitment practices, effective safeguarding protocols, and appropriate responses when concerns are raised.

The PCC confirms that it complies with section 5 of the Safeguarding and Clergy Discipline Measure 2016. This duty involves adhering to the House of Bishops' guidance on safeguarding children and vulnerable adults. We are pleased to confirm our unwavering commitment to following both government and Church of England safeguarding practice requirements. While we recognize the importance of remaining vigilant, we believe our current procedures place us in a strong position.

## **Mission**

The PCC remains committed to supporting mission efforts financially, over and above the parish share—a sum contributed to the Diocese. However, due to financial constraints during the year, it was not possible to provide additional funds for mission in 2024. The PCC is optimistic that available resources will allow for further contributions to mission in the coming year.

## **Financial Review & Going Concern**

Receipts on unrestricted funds were £260,986, of which £163,846 was unrestricted voluntary donations, a further £18,799 from Gift Aid and £78,341 from other sources. Restricted donations of £988 were also received and are detailed in the Financial Statements.

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £30,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £1,579 held on unrestricted funds at the year-end was below this target and this is due to the repayment of building fund loans, however the PCC expect to rebuild cash reserves in 2025 and beyond.

### **Going Concern**

These financial statements are prepared on the going concern basis which is dependent on the continued support of the PCC creditors. At 31 December 2024 the charity had a balance sheet deficit of £13,309, which included loans repayable of £28,214. The trustees have a reasonable expectation that the charity will continue in operational existence for the foreseeable future assuming the continued provision of current funding levels, bank facility and support of the creditors.

### **Conclusions relating to the going concern assumption - future performance of the charity**

The charity has incurred a surplus in 2024, and the trustees continue to develop new strategies to improve the performance of the charity and are confident that the performance in 2025 will reduce the balance sheet deficit. The church continues to pay its staff and meet regular costs as well as pay the loan instalments, while not undertaking any more projects until the reserves build up again.

## Conclusion

Having reviewed the management accounts, budgets and projections of the charity and having taken into account the current and forecast performance and availability of finance and support of creditors, the trustees believe they have reasonable grounds for stating that the charity has adequate resources to continue in operational existence for the foreseeable future and that it is appropriate to prepare the financial statements on the going concern basis.

## Building maintenance at St Peter's and St Paul's

The general maintenance and fabric are considered as a standard item at each PCC meeting.

There were no major works or necessary major maintenance at either St Paul's or St Peter's during 2024, although routine maintenance was noted as required and acted upon when possible.

The recording of and arranging for necessary maintenance work is carried out through the Fabric Advisory Committee.

## Next Door Hextable – Café

The Café operates as a Community Interest Company and under the direction of the PCC.

Staff and volunteers are the responsibility of the Company, though a resources-sharing agreement exists between the Company and the PCC to foster collaboration. Profits are covenanted to the PCC, but church funds are protected from any losses

The café continues to thrive and remains very popular. It operates from Monday to Saturday, with additional events held occasionally. Accounts for 2024 are available

The café's profitability has allowed it to pay a rent to the Church while also meeting its other commitments.

The NDH Directors, no doubt echoed by the PCC, wish to express immense gratitude to the staff and the many volunteers who have helped make the café such a success.

The Directors appointed by the PCC for 2024 were:

- **Martin Andrews** (Chair, resigned September 2024)
- **David Pearson** (Company Secretary)
- **Johnny Douglas**
- **Sue Haward**
- **Rachel Wallis**
- **John Wigginton** (appointed October 2024).

## Missional and Community Use

In addition to serving as a community hub, the café plays a key role in church mission. Various church activities already take place within the café space, including:

- Early morning prayer sessions.
- Monday Bible study
- Youth meetings and Youth Alpha courses.

Additionally, numerous initiatives have been developed, such as occasional “Sunday Specials” and various “pop-up” events, which have been in operation since the café’s opening. The PCC is committed to furthering any ideas that might increase its use for missional events and to develop further links with the community.

### **St Paul’s CofE School**

Two members of the St Peters congregation served as Governors throughout 2024, fostering strong connections with the school. Our Vicar maintained regular meetings with the Executive Head and other staff, ensuring consistent communication and collaboration. Our children worker actively participated in the weekly school assemblies held at the church and contributed to other school lessons, strengthening ties between the church and the school community.

In addition, regular coordination and planning meetings involving St Paul’s Church, Swanley Village, the school, and the residents’ association were held.

The PCC greatly values the close and cooperative relationship we share with St Paul’s CofE School, as well as the distinct but equally meaningful connection with Hextable Primary School.

### **Deanery and Diocese**


Two members of the PCC are on the Deanery Synod, ensuring the parish's active participation in local church affairs. Additionally, one member and our vicar serve as Deanery representatives on the Diocesan Synod, providing a vital link between the PCC and the wider structures of the church.

### **FUTURE AIMS**

The PCC is committed to the development in the Parish and wider community of spiritual leadership and witness. The PCC want to continue to grow healthy leaders and flourishing teams, increasing the resources to extend the mission of the church to our communities. The PCC are encouraged by the developments in relation to our work with children, youth, and families, and the continuing use of the rooms in the annex and the popularity of the café. The PCC acknowledge that growth and development requires more than just sufficient finances but also the need for yet more volunteers to assist, as well as a seniors’ lead and others to develop our ministry with older people. Consideration will need to be given to the possibility of appointing a caretaker to care for and partly supervise the “Church Estate” at Peter’s and St. Paul’s and Next Door Hextable.

The PCC look forward to welcoming people from across our community and to seeing the centre and the café become a parish meeting point, where we as church can more effectively reach and meet needs in our communities of Hextable and Swanley Village. We want the NDH centre and both churches to be places where people feel ‘at home’, are valued, accepted and thrive together.

Prepared for the PCC by John Wigginton, PCC Secretary



Signed on behalf of the PCC by John Wigginton, Church Warden in the absence of the Rev. Dr. Johnny Douglas.

Date: 29/10/2025



The Parish of Swanley St Paul  
Notes to the Financial Statements for the year ended 31 December 2024

## 1. ACCOUNTING POLICIES

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

### Going Concern

These financial statements are prepared on the going concern basis which is dependent on the continued support of the PCC creditors.

At 31 December 2024 the charity had a balance sheet deficit of £13,309, which included loans repayable of £28,214.

The trustees have a reasonable expectation that the charity will continue in operational existence for the foreseeable future assuming the continued provision of current funding levels, bank facility and support of the creditors.

Conclusions relating to the going concern assumption - future performance of the charity

The charity has incurred a deficit in 2024, due to the repayment of loans required for the completion of building works.

The trustees continue to develop new strategies to improve the performance of the charity and are confident that the performance in 2025 will reduce the balance sheet deficit. The church continues to pay its staff and meet regular costs as well as pay the loan instalments, while not undertaking any more projects until the reserves build up again.

### Conclusion

Having reviewed the management accounts, budgets and projections of the charity and having taken into account the current and forecast performance and availability of finance and support of creditors, the trustees believe they have reasonable grounds for stating that the charity has adequate resources to continue in operational existence for the foreseeable future and that it is appropriate to prepare the financial statements on the going concern basis.

## Funds

*General funds* represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

*Designated funds* are those set aside for a particular purpose by the PCC. They are also unrestricted.

*Restricted funds* are those which have been given, and can only be used for, a particular purpose.

*Endowment funds* are monies or assets which are given to the Church. They are restricted and they, or their generated income, can be under specific instruction.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church Groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

## Reserves Policy

It is the policy of the PCC to maintain general unrestricted funds, at a level which would not normally exceed three months of general unrestricted expenditure.

## Incoming Resources

### *Voluntary income and capital sources*

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

Gift Aid recovered on gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

### *Other ordinary income*

Rental income from the letting of Church premises is recognised when the rental is due.

The Parish of Swanley St Paul  
Notes to the Financial Statements for the year ended 31 December 2024

1. ACCOUNTING POLICIES (continued)

*Income from investments*

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

*Resources Used*

*Grants*

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

*Activities directly relating to the work of the Church*

The Diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

*Fixed Assets*

*Consecrated land and buildings and movable Church furnishings*

Consecrated and beneficed property is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.

No value is placed on movable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for the disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable Church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

*Depreciation of fixed asset properties*

Depreciation on fixed asset property has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has a very long useful life, based on its current value, which is not materially different from its carrying value.

*Other fixtures, fittings and office equipment*

Equipment used within the Church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £5,000 or less are written off when the asset is acquired.

*Investments*

Investments are valued at market value at 31 December.

*Current Assets*

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove not collectable.

**The Parish of Swanley St. Paul**

**Balance Sheet at 31 December 2024**

	<b>Note</b>	<b>2024 £</b>	<b>2023 £</b>
<b>Fixed Assets</b>			
Tangible Fixed Assets		-	-
<b>Current Assets</b>		<b>£</b>	<b>£</b>
Debtors	6	14,865	23,715
Funds with Diocese	8	1,388	1,342
Cash in Hand and at Bank		<u>1,579</u>	<u>5,150</u>
		17,832	30,207
<b>Current Liabilities</b>	7	<u>(2,927)</u>	<u>(4,940)</u>
<b>Net Current Assets</b>		14,905	25,268
<b>Non-Current Liabilities</b>		(28,214)	(72,500)
<b>Net Assets</b>		<u><u>(13,309)</u></u>	<u><u>(47,232)</u></u>
<b>Funds</b>	9		
General		(17,419)	4,589
Designated		27,055	13,005
Restricted		(22,945)	(64,826)
		<u><u>(13,309)</u></u>	<u><u>(47,232)</u></u>

Signed on behalf of the Parochial Church Council

John Wigginton (Church Warden)



Chris Redmond (Treasurer)



The notes numbered 5 to 10 form part of these accounts

Date: 29/10/2025

The Parish of Swanley St. Paul

Statement of Financial Activities

For the year ended 31 December 2024

		Unrestricted Funds General £	Designated £	Restricted Funds £	TOTAL 2024 £	FUNDS 2023 £
<b>INCOME AND ENDOWMENTS</b>						
Donations and Legacies	2(a)	182,645	-	988	<b>183,633</b>	236,875
Other Trading Activities	2(b)	62,775	-	-	<b>62,775</b>	49,479
Income from Investments	2(c)	223	46	21	<b>291</b>	1,367
Income from Charitable Activities	2(d)	15,343	-	-	<b>15,343</b>	13,420
Other Income	2(e)	-	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>		<b>260,986</b>	<b>46</b>	<b>1,009</b>	<b>262,041</b>	<b>301,142</b>
<b>EXPENDITURE</b>						
Voluntary Income Costs	3(a)	-	-	-	-	-
Investment Costs	3(c)	-	-	703	<b>703</b>	2,109
Charitable Activities	3(d)	224,001	-	3,414	<b>227,415</b>	396,305
<b>TOTAL RESOURCES EXPENDED</b>		<b>224,001</b>	<b>-</b>	<b>4,117</b>	<b>228,118</b>	<b>398,413</b>
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		36,985	46	(3,108)	<b>33,923</b>	(97,271)
TRANSFERS BETWEEN FUNDS		(58,993)	14,004	44,989	-	-
NET INCOME/(OUTGOING) RESOURCES		(22,008)	14,050	41,880	<b>33,923</b>	(97,271)
NET MOVEMENT IN FUNDS		(22,008)	14,050	41,880	<b>33,923</b>	(97,271)
BALANCES BROUGHT FORWARD AT 1 January 2024 (2023)		4,589	13,005	(64,826)	<b>(47,232)</b>	50,039
BALANCES CARRIED FORWARD AT 31 December 2024 (2023)		<b>(17,419)</b>	<b>27,055</b>	<b>(22,945)</b>	<b>(13,309)</b>	<b>(47,232)</b>

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**The Parish of Swanley St. Paul**  
**Notes to the Financial Statements for the year ended 31 December 2024**

<b><u>2. INCOME AND ENDOWMENTS</u></b>	<b>Unrestricted General</b>	<b>Funds Designated</b>	<b>Restricted Fund</b>	<b>Total</b>	<b>Funds</b>
				<b>2024</b>	<b>2023</b>
	£	£	£	£	£
<b>2(a) Donations and Legacies</b>					
Gift Aid Donations	75,196		25	75,221	82,993
Income Tax Recoverable	18,799		6	18,805	20,748
GASDS	835			835	941
Collections at Services	3,654			3,654	4,521
Donations	84,161		956	85,117	127,673
Grants				-	-
Legacy - St Pauls Guild				-	-
	<u>182,645</u>	<u>-</u>	<u>988</u>	<u>183,633</u>	<u>236,875</u>
<b>2(b) Other Trading Activities</b>					
Church Lettings	62,775			62,775	49,479
	<u>62,775</u>	<u>-</u>	<u>-</u>	<u>62,775</u>	<u>49,479</u>
<b>2(c) Investment Income</b>					
Interest	223	46	21	291	1,367
	<u>223</u>	<u>46</u>	<u>21</u>	<u>291</u>	<u>1,367</u>
<b>2(d) Income from Charitable Activities</b>					
Bookstall & Fair Trade				-	-
Church Groups	4,405			4,405	-
Fees-Church	10,938			10,938	13,420
	<u>15,343</u>	<u>-</u>	<u>-</u>	<u>15,343</u>	<u>13,420</u>
<b>2(e) Other Income</b>					
Development Fund - Insurance Claim				-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Incoming Resources</b>	<b><u>260,986</u></b>	<b><u>46</u></b>	<b><u>1,009</u></b>	<b><u>262,041</u></b>	<b><u>301,142</u></b>

The Parish of Swanley St.Paul  
Notes to the Financial Statements for the year ended 31 December 2024

**3. EXPENDITURE**

	Unrestricted Funds General	Designated	Restricted Funds	Total 2024 £	Funds 2023 £
	£	£	£		
<b>3(a) Voluntary Income Costs</b>					
Building Envelopes	-	-	-	-	-
<b>3(c) Investment Costs</b>					
Interest	-	-	703	703	2,109
	-	-	703	703	2,109
<b>3(d) Charitable Activities</b>					
<b><i>Missionary and Charitable Giving:</i></b>					
Overseas Missions	-	-	-	-	14,000
Home Missions	-	-	-	-	-
Relief of the Poor in the Parish	-	-	2,520	2,520	3,225
Next Door Hextable	-	-	-	-	25,000
	-	-	2,520	2,520	42,225
<b><i>Ministry:</i></b>					
Clergy Stipend	34,516	-	-	34,516	38,305
Clergy Expenses & Other Staff	33,070	-	-	33,070	35,931
	67,586	-	-	67,586	74,236
<b><i>Parish Share:</i></b>					
Diocesan Quota	13,540	-	-	13,540	15,727
	13,540	-	-	13,540	15,727
<b><i>Church Running Expenses:</i></b>					
Electricity & Gas	58,560	-	-	58,560	35,726
Other Utilities & Waste	5,124	-	-	5,124	6,619
Cleaning	12,202	-	-	12,202	13,852
Repairs & Improvements	4,463	-	31	4,494	96,728
Audio & Music	1,454	-	-	1,454	1,539
Services	4,252	-	-	4,252	2,967
Churchyards	12,528	-	-	12,528	8,970
Young Peoples Work	-	-	863	863	4,040
Insurance	4,541	-	-	4,541	4,428
Hospitality & Sundry	5,927	-	-	5,927	3,137
	109,050	-	894	109,944	178,006
<b><i>New Building/Capital Work:</i></b>					
Development Fund	-	-	-	-	50,641
St Peter's Building Project	-	-	-	-	50,641
<b><i>Management &amp; Admin:</i></b>					
Bookstall & Fair Trade	-	-	-	-	-
Staff Salary: Secretarial	19,292	-	-	19,292	18,200
Printing, Stationery, Telephone	14,533	-	-	14,533	17,270
	33,825	-	-	33,825	35,470
<b>Totals of Charitable Activities</b>	224,001	-	3,414	227,415	396,305
<b>TOTAL RESOURCES EXPENDED</b>	224,001	-	4,117	228,118	398,413

**The Parish of Swanley St. Paul**

**Notes to the Financial Statements for the year ended 31 December 2024**

<b>4. Staff Costs (Vicar not included)</b>	<b>2024</b>	<b>2023</b>
	£	£
Salaries	57,016	45,475
	<u>57,016</u>	<u>45,475</u>

During the year the PCC employed a secretary, a full time Children & Young Peoples Minister and a cleaner.

**5. Related parties**

During the year Sue Haward, a trustee, received gross remuneration of £19,292 and expenses of £1,363.80 for secretarial services and Revd Johnny Douglas received £5,350.21 in expenses.

<b>6. Current Assets</b>	<b>2024</b>	<b>2023</b>
	£	£
<b>Debtors+Prepayments+Stock</b>		
Gift Aid Due - General fund	4,455	8,224
Debtors:Sundry	5,466	10,701
Prepayments	<u>4,943</u>	<u>4,790</u>
	<u>14,865</u>	<u>23,715</u>

<b>7(a) Liabilities - Amounts falling due within 1 year</b>	<b>2024</b>	<b>2023</b>
	£	£
Creditors for goods and services	1,727	4,090
Wedding deposits & Funeral creditors	<u>1,200</u>	<u>850</u>
	<u>2,927</u>	<u>4,940</u>

<b>7(b) Liabilities - Long-term Liability</b>	<b>2024</b>	<b>2023</b>
	£	£
Building Fund loans	<u>28,214</u>	<u>72,500</u>
<b>Total Liabilities</b>	<u>31,141</u>	<u>77,440</u>

**The Parish of Swanley St.Paul**

**Notes to the Financial Statements for the year ended 31 December 2024**

**8. Church Repair Funds - held by Rochester Diocese**

	<b>St.Paul's Fund</b>	<b>St.Peter's Fund</b>	<b>Total Funds</b>
B/Fwd. At 01/01/2024	1,325.83	16.20	1,342.03
2024 Deposits	45.70	0.56	46.26
2024 Withdrawals	0.00	0.00	0.00
2024 Interest	0.00	0.00	0.00
<b>C/Fwd. At 31/12/2024</b>	<b>1,371.53</b>	<b>16.76</b>	<b>1,388.29</b>

**9. Fund Details**

- (a) General Fund - Comprises the PCC Management Fund  
Church Groups Combined  
St Peter's Bookstall Fund  
Fair Trade Stall Fund
- (b) Designated Fund - Comprises Church Repair Funds, General Mission Funds &  
Development Fund for developing property and facilities
- (c) Restricted Fund - Comprises an element of Direct Giving to Mission Funds,  
the Care Fund for those in need in the Church,  
the St Peter's Building Fund for major improvements to the building  
Youth Work Fund for KCC grants and donations

**Analysis of Net Assets by Fund**  
at 31 December 2024

	<b>Unrestricted Funds</b>		<b>Restricted</b>	<b>Total</b>
	<b>General</b>	<b>Designated</b>	<b>Funds</b>	
Current Assets	9,286	27,055	5,269	41,610
	9,286	27,055	5,269	41,610
Current Liabilities	26,705	-	-	26,705
Non Current Liabilities	-	-	28,214	28,214
	(17,419)	27,055	(22,945)	(13,309)
			-	0



**The Parish of Swanley St Paul**

**Notes to the Financial Statements for the year ended 31 December 2024**

**Fund Movements**

<b>Funds</b>	<b>Balance at 01-Jan-24</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Gains &amp; Losses</b>	<b>Balance at 31-Dec-24</b>
<b>General</b>							
PCC Funds	(834)	256,581	(224,001)	-	(58,993)	(26,413)	<b>(27,247)</b>
Church Groups	4,299	4,405	-	-	-	4,405	<b>8,704</b>
Fair Trade Stall	1,123	-	-	-	-	-	<b>1,123</b>
<b>Total General</b>	<b>4,589</b>	<b>260,986</b>	<b>(224,001)</b>	<b>-</b>	<b>(58,993)</b>	<b>(22,008)</b>	<b>(17,419)</b>
<b>Designated</b>							
Development Fund	46	46	-	-	-	46	<b>92</b>
Bookstall	919	-	-	-	-	-	<b>919</b>
Mission	12,039	-	-	14,004	-	14,004	<b>26,043</b>
<b>Total Designated</b>	<b>13,005</b>	<b>46</b>	<b>-</b>	<b>14,004</b>	<b>-</b>	<b>14,050</b>	<b>27,055</b>
<b>Restricted</b>							
Care Fund	1,590	977	(2,520)	-	-	(1,542)	<b>47</b>
Legacies	1,611	-	-	-	-	-	<b>1,611</b>
St Paul's Refurbish	-	31	(31)	-	-	-	<b>-</b>
St Peter's Building	(72,500)	-	(703)	44,989	-	44,286	<b>(28,214)</b>
Youth Work	4,474	-	(863)	-	-	(863)	<b>3,611</b>
<b>Total Restricted</b>	<b>(64,826)</b>	<b>1,009</b>	<b>(4,117)</b>	<b>44,989</b>	<b>-</b>	<b>41,880</b>	<b>(22,945)</b>
<b>Totals</b>	<b>(47,232)</b>	<b>262,041</b>	<b>(228,118)</b>	<b>58,993</b>	<b>(58,993)</b>	<b>33,923</b>	<b>(13,309)</b>

Chris Redmond  
Hon. Treasurer  
Oct-25

**Independent examiner's report  
to the PCC of The Parish of Swanley St Paul and Hextable St Peter**

I report to the charity trustees on my examination of the accounts of The Parish of Swanley St Paul and Hextable St Peter, for the year ended 31 December 2024, which are set out on pages 9 to 17.

**Responsibilities and basis of report**

As the PCC of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act)

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

**Independent Examiners Statement**

I have completed my examination.

I have highlighted matters of concern in my report and would like to draw your attention to Note 1, (Accounting Policies), in the financial statements concerning the charity's ability to continue as a going concern, but my opinion is not modified in respect of these matters.

I confirm that no other matters have come to my attention that give me cause to believe that in any material respect:

- Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- The accounts do not accord with those records; or
- The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Joanne Brown  
FCCA  
Independent Examiner  
Sargeant Partnership Limited  
5 White Oak Square  
London Road  
Swanley  
Kent BR8 7AG

Date: 30/10/2025