

**THE PARISH CHURCH OF ST MARY'S SHORTLANDS
ANNUAL REPORT and FINANCIAL STATEMENTS of the PAROCHIAL
CHURCH COUNCIL for the year ended 31st December 2024**



Incumbent:	Vacancy
Churchwardens:	James Hollingdale (until 19/05/2024) Robin Hogg (from 19/05/2024) Glo Sherman (from 19/05/2024)
Treasurer:	Tim Dawson
Independent Examiner:	Graham Smedley

Trustees' Annual Report 2024

Report and Financial Statements of the Parochial Church Council of St Mary's Church, Shortlands

Aim and Purposes

St Mary's Parochial Church Council (PCC) has the responsibility under the Parochial Church Councils (Powers) Measure 1956 of cooperating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church buildings, halls and grounds of St Mary's, Shortlands.

Objectives and Activities

Our Mission is "Sharing the love of God" and we as a PCC place great value on being and welcoming and inclusive to all. Our Vision develops our Mission in four key areas: our heart for God; building fellowship and confidence; becoming a community hub; and, in time, becoming prophetic and challenging - the 'go to place' in the community for spiritual support and encouragement.

The PCC aims to reflect our mission, values and strategic objectives in its development of leadership, programme planning, site development and governance of the church.

Key activities in the church are under the leadership of committees; mainly managed by volunteers and supported in some cases by paid staff. Committees include Standing and Finance, Children and Youth (including Uniformed representation), Fabric, Future Generations (physical development of site), Vision and Mission, Pastoral and Worship and Ministry.

We are also committed to serving our local community with representatives on Deanery Synod, Churches Together in Beckenham, Welcare and Shortlands Residents' Association. The PCC is reliant on volunteers who contribute to various tasks, including maintaining the buildings and grounds, ensuring a warm welcome to our services, decorating the church weekly and especially for major festivals, catering for events, administration and ushering for occasional services. The officers of St Mary's are also volunteers, specifically the Treasurer, the Secretary to the PCC and the Churchwardens.

Achievements and Performance

Our Vision and Mission was adopted at the beginning of 2023, after extensive consultation, under the guidance of our Vision and Mission team. This has given us a strong foundation to build on and we have a clear sense that there is much more that God is calling us to be and to do.

This year we have continued to work on embedding the Vision and Mission values and ensuring we have a healthy culture.

Our Values are that we should be:

- Christ-centred
- Inclusive and Flexible
- Kind and Caring
- Learning and Growing

- Open and Nurturing
- Welcoming and Valuing

Rev Jane Kustner continued to support us through to 31st March 2024 as our interim priest in charge and we would like to register our thanks for her leadership, guidance and loving care over that period after which we were in an interregnum.

After the departure of Rev Jane Kustner we were able to advertise the post for a new incumbent quickly as we had been developing our draft parish profile as part of our preparation for looking for a new incumbent when Rev Jane left after Easter in 2024.

During that year, we completed our parish profile as part of our preparation for looking for a new incumbent. Describing our activities in our draft parish profile has helped us focus on how we are applying our Vision and Mission in practice and how we are looking to develop our Mission. This in turn has enabled us to clarify what we are looking for in a new incumbent, and the commitments we need to make as a church family, as reflected in the draft parish profile. We see huge potential for St Mary's through carrying out our Vision and Mission, as it evolves over time. To do this though we will need to harness our collective gifts, working together as a church under the leadership of our new incumbent.

Worship

We celebrate the diversity of Anglican worship and seek to give people of all ages and backgrounds the opportunity to worship in ways that enable them to build their spiritual lives, reflecting the first part of our Vision: *"it starts with us and our heart for God."*

In seeking to grow as disciples, we want to:

- ensure that our Liturgy reflects our rich heritage and meets diverse needs;
- embrace our vibrant musical offering: choral tradition, modern and other worship music;
- encourage wider participation in leading worship; and
- encourage our young people to create and deliver worship.

We are blessed with a relatively high attendance at our main Sunday services with 65-70 adults and between four and eight children joining us and especially at the major Christian Festivals. Mothering Sunday, Parish Picnic, Harvest Festival and Remembrance Sunday services attract around 40+ children and 100-130 adults. These are parade services which include our uniformed organisations and are Services of the Word. Services during Advent are also very popular, attended by members of the local community with 62 children and 135 adults joining for Christingle, 312 for our service of Nine Lessons and Carols – which was the Civic service for our LLM David Jefferys' year as Mayor of Bromley – 63 children and 158 adults for our very popular Crib Service and 90 sharing Midnight Mass.

There is a wide-ranging programme of other special and occasional services which take place throughout the year, including informal evening services led by the Music Group. There are opportunities to introduce new ways to worship, such as our Come Holy Spirit offering, and to experiment with different timing. We now hold a 9.00 am Sunday Said Holy Communion (CW) when a Service of the Word has been our main service. Occasional services for 2024 have also included seven Baptisms, with one child prepared for first communion, and we had two weddings and five interments.

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. In addition to our 10.30 am Sunday and 10.00 am Wednesday services, services take place on major feast days such as Ash Wednesday, Maundy Thursday, Good Friday and Ascension Day. We were pleased to be able to continue providing these services during the vacancy. All these services demonstrate how we are looking to build on and to realise the third part of our Vision: *"reaching out to the community."*

Music

The musical tradition of St Mary's comprises the robed choir and the music group. Claire Tillotson, Director of Music, (DOM) has embraced both groups and enabled greater cooperation and creativity, including the combined Taizé service which is very popular. In response to requests for increased diversity in worship our 'Come Holy Spirit' has been well received, and is led by our lay ministers and other lay members as well as the incumbent and ordinands.

The Choir

The choir have had a very successful year and continue to develop and flourish.

In June we hosted a concert with The Ynysowen Male Voice Choir which was highly attended and both choirs were given a wonderful applause. We hope to continue this friendship with them and hope to go to Wales to return the favour. In early July the choir was invited to sing at Holy Trinity Church on Bromley Common for the Mayor of Bromley's Civic Service and we also hosted the Mayor's Civic Carol Service at St Mary's.

July saw the choir sing the weekend services at Rochester Cathedral where they received a warm reception and have been invited back. They will be looking to do another Cathedral trip in 2026.

Last Palm Sunday the choir sang Stainer's Crucifixion, and this year will be doing a joint Taizé service with the music group.

The choir also sang at St George's Bloomsbury for the annual ABCD Carol service and again they are looking forward to our being back with them next year.

We are always looking for new junior members to augment our junior choir. The juniors are doing really well and Isaac in particular is proving to be an excellent Tenor.

We continue to provide Choral Evensong once a month as well as the usual Sunday morning Eucharist services.

The DOM extends her thanks to the choir for all their support and commitment to her and the Church. She is also very grateful to Richard Pilliner and Adrian Lambourne for playing the organ.

The Music Group

The music group continue to play for some morning services and their evening liturgies are very popular. They are a very committed group of people who provide alternative music to that of the choir and there have been services where the music group and the choir have sung together. The music group are a valuable asset to the music at St Mary's and thanks go to them for their hard work in making each service so successful.

Children and Youth

Children and Youth ministry continues to grow at St Mary's. A new children's service was introduced in January which, whilst not well attended by families, was well received by our regular congregation with many enjoying the different service, especially the puppet show. Good numbers attended services over Christmas, especially the crib service and Christingle which were well attended and enjoyed by all. Both Youth Group and Teatime Together are thriving, with a number of the same families attending regularly, and we have started seeing some of them at other services too. Thanks are extended to all those who support Junior Church, preparing and leading on Sunday mornings; the Youth Club team, who help control the many teenagers who come on a Sunday evening; to those who regularly lead and support Teatime Together; and finally to the congregation of St Mary's for supporting Rachel in all she is trying to do to increase family participation at St Mary's.

Baby and Toddler Group

The Baby and Toddler Group at St Mary's continues to attract large numbers, having 35-45 children in the morning group with at least 30 adults. It runs from 9.30 until 11.30 am. 15-20 children attend the afternoon group which runs from 12.30 to 2.00 pm. Many parents and children from the Pre-school come to this session, bringing their lunch along, and it is a good social learning experience for them.

The Group had a very successful summer party with over 70 children attending with their carers. There was a summer service and puppet bible story. A bouncy castle and ball pond were hired which will be used again this year. The Christmas service with puppets attracted at least 65 children, and nativity story books and little stockings knitted by the craft and chatter group, and containing a chocolate figure of a snowman, were given to the children by Father Christmas after the service. The Group is looking forward to its Easter puppet service and Easter egg hunt at the end of this term.

At present the Group has three/four helpers for the morning but only one for the afternoon which adds pressure on tidying up the equipment, although some help has been given with that. No other volunteers have come forward on a regular basis for the afternoon. At present someone from the morning session has to wait until the leader for the afternoon session arrives at about 1.45 pm as she works at the Pre-school in the morning. Hopefully the afternoon group will be able to continue.

Pre-school

St Mary's Pre-school Shortlands is held in the church hall each weekday morning during term time. The Pre-school is a separate organisation which is financially independent, but operates under the oversight of the PCC and uses the same Charity number. The PCC also approves the three trustees for St Mary's Pre-school board and the Chair of the board.

The children sing in church during the Mothering Sunday service and visit the church at other times such as taking Harvest goods into church. The children are sometimes allowed to play the organ under the guidance of the DOM. The parents are invited into church for the pre-school AGM, a Christmas service and the end of school year leavers' service. Parents are also encouraged to join in with church activities such as the Parish Picnic and Christingle which help families feel part of the church community. A recent OfSTED inspection graded the Pre-school as "Good" which was an excellent result.

Stewardship

Stewardship is the Christian expectation that, as a demonstration of our discipleship, members of the congregation make regular donations to finance the activities of their Church. Regular giving is currently by standing orders and weekly envelopes. A Stewardship campaign was held early in 2024 to focus on promoting regular giving. The church joined the Parish Giving Scheme (PGS) in 2024, which is run on behalf of parishes by the Church of England. This was a great success with 35 members switching to the PGS from other schemes.

We also receive donations from members of the community who, while not active members of the Church, appreciate the presence of the Church which is open to the whole community.

Fabric and Maintenance

Following an agreed plan to address the findings of The Quinquennial Survey report delivered in late 2022, work has been carried out to address all the high priority, and almost all of the medium priority, issues. A detailed report on the Fabric and Ornaments for 2024 is circulated separately.

Mission and Evangelism

Mission and evangelism are what we, as individuals and a church, are called to do. These take many forms, and at St Mary's they are part of all that we do in sharing God's love with the community and beyond. We have an open doors policy of welcoming all to our services and to our regular and special events. Our spaces are used by many in the community for meetings, social activities and charity events. Our Mission Beyond the Parish exemplifies our care for others.

Mission Beyond the Parish – Mission of the Month

For many years the Church has nominated and supported many worthy causes close to the hearts of the congregation and the wider parish. In October each year a meeting is held to decide which charities will be supported the following year. The meeting is open to all those who are interested in this aspect of our outreach, not just those who are nominating a particular charity. A different charity is supported each month and the aim is to have a mix of local, national and international charities each year. Some charities are supported annually, including Christian Aid and the Children's Society, with others supported every few years or as "one offs", and the charities do not have to be Christian, but many are. Some have a particular resonance with individuals because of a family connection with loved ones having need of a charity's input, specifically St Christopher's Hospice or The Chartwell Trust.

Those nominating a charity usually become its "rep", acting as the liaison between the charity and St Mary's, writing a short article for SPAN plus providing information on the charity board at the back of church. With recent charities as varied as Welcare in Bromley, Mission to Seafarers, Bromley Homeless Shelter, the Mines Advisory Group and ABCD Bethlehem (Action

around Bethlehem Children with Disabilities), it is important that St Mary's continues to help those in need both at home and abroad.

Pastoral Care

Several members of our congregation are unable to attend church services or events because of infirmity and illness. The pastoral team visit, run services in nursing and residential homes and take home communion as requested. They also are present at our weekly Community Café sessions should anyone need their support. They meet weekly for sharing in confidence, mutual support and prayer. Healing prayers are also offered monthly during the main Sunday service.

Deanery Synod

The Beckenham Deanery Synod continues to move and grow the Anglican churches and Christians. We welcomed Revd. Rachel Winn (St Paul's), Fr Russell Stagg (St James with St Michael and St Augustine), and Rev Andrew Smith as Curate (St George's Beckenham) and said goodbye to Rev Jane Kustner (St Mary's) and Rev David Jones (St John's).

In our February meeting at St John's Penge the main topic was a presentation by Anna Khan, the CEO of Welcare, a charity that works with families and young children. She highlighted the work being done in schools with the well-being and mental health of vulnerable children and the work with Dads and their children. She thanked the churches for their continued support in their vital work.

At our June meeting, held at Christ Church, Anerley, we worshipped together on the topic of Fragrance, followed by Deanery discussions around diversity and inclusion. We recognised that we Christians were the living Bible that used to be on shelves in every home. Parishes shared good news including the successful bereavement course at Christ Church. The Area Dean reported that he had had contact with our new MP Liam Conlon, a practising Christian, as had the Lay Chair, and he was keen to visit a Deanery Synod or Chapter meeting.

Our October meeting was held at St George's Beckenham. The Area Dean spoke on diversity and inclusion, stating that diversity is a given whilst inclusion is a choice. There was discussion about the spiritual and practical implications of both within our churches. There was a report from the meeting held between Churches Together in Beckenham (CTiB) and Deanery churches clergy with Liam Conlon. There was an opportunity to share good news from around the parishes, and CTiB are holding a Lent Course in 2025 which was warmly welcomed.

St Mary's continues to play a part in the Deanery, with Glo Sherman on the Deanery Synod Standing Committee and on Diocesan Synod. We look forward to continuing our engagement with our Deanery colleagues to further God's kingdom in Beckenham.

Ecumenical Relationships

Our church is committed to Churches Together in Beckenham and several members of the church take part in CTiB activities. CTiB is an active group which organises a range of joint activities. Over recent years St Mary's has maintained links with CTiB through participation in their regular meetings of clergy and lay representatives. These occur four or five times a year, with representation from most churches in Beckenham, and they provide an opportunity to plan and pray together and to share fellowship and news. A small number of church members participate in CTiB and related activities, including the Good Friday Walk of Witness, services

and activities in the Week of Prayer for Christian Unity, CTiB Lent groups in 2024 and services for the World Day of Prayer, and some joint fund-raising activities for Christian Aid were arranged.

Twinning/Jumelage

This year marks the 30th anniversary of our Twinning/Jumelage with the Parish of St Francis of Assisi in Douai. We look forward to welcoming a group of French parishioners on the weekend of 3rd/4th May to celebrate this great achievement. Realistically it may be the last such exchange visit as everyone is getting older, and travel from France is not so easy in this post-Brexit era. Our French friends will enjoy a trip to a local place of interest, evening meal and home hospitality with parishioners from St Mary's. On the Sunday we will celebrate the Eucharist together in a bi-lingual service attended by the Mayor and Mayoress of Bromley, our own David Jefferys and his wife Ann-Marie, followed by a special lunch in the church hall. We are looking for ways in which the Jumelage could be preserved/continued without the annual visits and would welcome any suggestions towards this.

Social Media

As well as the website, we use Facebook for streaming services and have several WhatsApp groups for wider communication. Our church newsletter, SPAN, is produced 11 times a year and is published on the church website. The Facebook page has over 778 followers and seeks to provide real time, more informal updates about St Mary's. During the pandemic services were streamed via Facebook, with up to 50-80 viewers remaining online for the whole service. Online numbers reduced substantially at the end of lockdown, but the streaming of Sunday services remains particularly important for congregation members with access issues. Services were livestreamed on our Facebook page up until July, where unfortunately due to lack of trained personnel we had to stop streaming the services. Funerals were also livestreamed, which was welcomed by those who could not attend in person. A new, improved system was installed to livestream services and there is a pressing need for more volunteers to help run the streaming and audio-visual system. A detailed social media policy is in place, and we subscribe to music copyright licences suitable for online services. The website is also a good place for information about the church and what's going on, as well as giving access to the weekly pew paper and SPAN.

Café

St Mary's Community Café, on Wednesday mornings, clearly fulfils a need in the community to bring people together. It is a thriving hub of warmth and conviviality. The atmosphere in the Café is relaxed and congenial. It is a popular meeting place for those who look forward to the companionship on offer as well as the delicious homemade cakes. We always welcome new visitors. It is now traditional to celebrate milestone birthdays for our regular Café guests and during the year we had several birthdays in the 70s, 80s and 90s.

Community Café takes place every Wednesday of the year except if it is on Christmas Day. The Café welcomes people from our parish and beyond.

As a dementia-friendly church, we welcome those who might need a bit of extra help, and their helpers who might appreciate a chat. We try to ensure the church is a safe, warm space in winter (and a safe, cool space in summer!). Members of the pastoral team are always on hand should anyone require a deeper conversation. The Café is approaching its 4th Anniversary, and this would not have been possible without the full support of St Mary's

Church and the Team of Volunteers who transform the Church into a Café or bake for and serve in the Café .

Volunteers

Thanks are extended to all the volunteers who work so hard to make our Church the lively and vibrant Christian community it is, especially considering the difficult year we have all experienced. The time and effort put in by so many is greatly appreciated, including the flower arrangers who keep the Church looking splendid week by week playing an important role in preparing the Church for our worship and special services; the Churchwardens, who have worked tirelessly on our behalf; Tim Dawson and Robin Hogg who continue to provide sound guidance and judgement on the Church's accounts and its finances; the grounds and buildings team who ensure everything is in order; and those who staff the Community Café, bakers, servers, flower arrangers and the team who set up the tables and chairs every week.

Financial Review

The Accounts for the Year ended 31st December 2024 are appended at the end of this report. The financial position is set out on pages 12 to 20. As can be seen on page 13 our General Fund, which covers the day to day running of the Church, made a loss for the year of £16,000 while our restricted funds, which are restricted to be spent on major repairs and our Future Generation Project, show a surplus of £18,000, so our net position improved slightly. The overall position is reasonable, but we need to increase the income in the General Fund with the objective of breaking even. In 2025 we will focus on Stewardship to achieve this objective.

During the year the restricted funds benefited from a very generous bequest of £30,000 which will be spent on improvements to the tea station at the back of church. We also spent £37,000 on repairs to the Church roof.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the Priest in Charge, Churchwardens (2), Deanery Synod representatives (3), members elected (12) by those members of the congregation who are on the electoral roll of the Church and one co-opted member. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC has six regular meetings during the year, but in 2024 met on seven occasions. An extra meeting called a Section 11 meeting was needed to address the recruitment of a new incumbent.

The Standing and Finance Committee has power to transact the business of the PCC between the meetings subject to any directions given by the PCC to and financial limits. Other committees - Children and Youth, Mission Beyond the Parish, Twinning, Fabric Committee and Future Generations - report back to the PCC as required.

The Friends of St Mary's is a separate charity which supports the Church in practical ways, raising funds through subscriptions from members and fund-raising social events for "those little extras" that the Church cannot always afford.

Electoral Roll

At the last APCM there were 168 members on the Church Electoral Roll, 78 living inside the parish and 90 living outside the parish. A report from the Electoral Roll officer has been included with the papers presented to the APCM.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). There were no events reported during the year within our Church.

There has been a complete overhaul of most of the training needs for the Foundation module and both the Safeguarding Office training and Leadership courses. These training courses are all offered online under the direction of the Diocesan Safeguarding Team. The Diocese has a comprehensive Safeguarding website which gives details of all those who need particular levels of training and how to access them. In addition to the online Zoom training there are now face-to-face training sessions being offered in Chislehurst with plans for further venues. All details of face-to-face training sessions can be obtained from the Diocesan Safeguarding Team.

Seismic shifts are taking place within the Church of England's Safeguarding structures and proceedings. Following on from Professor Alexis Jay's report on Safeguarding within the Church, the Church of England was found to be sadly wanting in many of its safeguarding procedures. Prof Jay reported that the Church needed a clear emphasis on independent scrutiny and the importance of professional advice in all the Church's Safeguarding work. These new recommendations would be implemented following the termination of the current ISB (Independent Safeguarding Board).

Sadly, following hard on the heels of Prof Jay's extensive review we had The Makin Report which dealt with extensive abhorrent and long-term predatory activities of the late John Smyth. Kevin Makin pulled no punches when he stated the following: *"Despite the efforts of some individuals to bring the abuse to the attention of the authorities, the responses by the Church of England and others were wholly ineffective and amounted to a cover up."* He also stated that the Church and its associated organisations must learn from this review and implement robust procedures across their organisations that are governed independently (a very similar finding to that of Prof Jay).

From the ground level we still need to be alert to unacceptable behaviours, and to be aware of those who appear to be nervous or apprehensive around certain people. All of us in the PCC owe it to our Church family to make sure we are aware of our safeguarding responsibilities. It is for this reason our Safeguarding Officer recommends that we make use of the excellent supplementary safeguarding training material, which comprises 16 realistic safeguarding scenarios. These typical scenarios offer suggested ways of dealing with each one after they have been discussed.

DBS

At the start of the Church year there were 34 post holders that should have held a DBS certificate. Under the "3-year rule", which was introduced in January 2022, on 31st December 2024 there were none that were awaiting renewal. Since that date a 35th has been added.

Risk Register

The PCC, having introduced a Risk Assessment document and evaluation procedure in 2022, has reviewed and kept the risk assessments up to date. The PCC must identify, review and manage the risks facing the Church and the Risk Register currently lists 23 risks. For each one there is a rating of severity and likelihood, mitigation actions have been identified and a team or individual tasked with responsibility for managing the risk. This Register was last reviewed by the PCC in October 2024 and will be reviewed again as soon as the new PCC is in place, or when one of the risks changes or a new risk is identified.

Administrative Information

St Mary's Church is situated in Shortlands, and it is part of the Diocese of Rochester within the Church of England. The correspondence address is The Parish Office, Church House, 39 Kingswood Road, Bromley, BR2 0HG. Registered charity number 1130802.

PCC members who have served at any time from the date of the last APCM until the date this report was approved are:

Ex Officio Members:

Incumbent: The Reverend Jane Kustner (until March 2024) Interregnum
Wardens: James Hollingdale (until May 2024)
Robin Hogg (from May 2024)
Glo Sherman (from May 2024)

Elected Members:

Catherine Bingham (LLM)
Jan Boam (representative on Deanery Synod)
Pat Chase (Deputy Warden)
Tim Dawson (Treasurer and Deputy Warden)
Robin Hogg (Churchwarden & Assistant Treasurer)
Ann-Marie Jefferys (LLM) (representative on Deanery Synod and Diocesan Synod)
Dr David Jefferys (LLM) (Deputy Warden)
Pauline Lambourne (Safeguarding Officer)
Keith Mills
Jay Sharma (Secretary)
Glo Sherman (Churchwarden, representative on Deanery Synod and Diocesan Synod)
Sue Slaney
Ann Dalton (Deputy Warden)
Canon Claire Tillotson (Director of Music)
Craig Myers

PCC Attendance in 2024.

Name	Total Meetings 2024	No of Absences
Glo Sherman- Churchwarden, & Deanery Synod	7	0
Robin Hogg- Churchwarden	7	0
Tim Dawson- Treasurer	7	0
Jay Sharma, Secretary	7	0
Jan Boam - Deanery Synod	7	1
Ann-Marie Jefferys- LLM, Deanery Synod	7	1
Catherine Bingham - LLM	7	2
Dr. David Jefferys- LLM,	7	3
Pat Chase	7	0
Ann Dalton	3	1
Keith Mills	7	1
Craig Myers	3	1
Sue Slaney	7	1
Canon Claire Tillotson- Director of Music,	3	2
Dr. Pauline Lambourne	7	4

We thank all those who contribute to the governance, running and mission and ministry of the church. In particular we thank those PCC members who retired during the year.

Report approved by J SHARMA

Signature Sharma

Date 2/4/2025

**THE PARISH CHURCH OF ST MARY'S
SHORTLANDS, KENT**

**FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2024**

Incumbent: Rev. Jane Kustner (until 31st March 2024)
(Vacancy from 1st April 2024)

Churchwardens: Mr Robin Hogg
Mrs Gloria Sherman

Secretary: Ms Jay Sharma

Treasurer: Mr Timothy Dawson

Independent Examiner: Mr Graham Smedley

**Independent Examiner's Report
to the St Mary's Shortlands Parochial Church Council**

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I report on the Financial Statements of the Church for the year ended 31st December 2024, which are set out in pages 1 to 20.

Respective responsibilities of trustees and examiner

The Church's trustees are responsible for the preparation of the accounts. The Church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to my attention.

Basis of Independent Examiners report

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

Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145 (1) of the Act, I confirm that I am qualified to act as an independent examiner under the provisions of that section of the Act.

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Graham Smedley

Address:

Date

G Smedley
3/4/25

*30 Scotts Lane
Bromley
Kent
BR2 0LL*

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

All figures in £'s

	Note	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
INCOME AND ENDOWMENTS					
Voluntary Income	4(a)	124,701	30,125	154,826	130,485
Activities for generating funds	4(b)	12,832	0	12,832	14,791
Income from investments	4(c)	5,312	10,297	15,609	13,482
Income from Church activities	4(d)	49,802		49,802	50,793
TOTAL INCOME		<u>192,647</u>	<u>40,422</u>	<u>233,069</u>	<u>209,551</u>
EXPENDITURE					
Church Activities	5(a)	197,737	37,454	235,192	201,646
Raising Funds	5(b)	0	0	0	70
TOTAL EXPENDITURE		<u>197,737</u>	<u>37,454</u>	<u>235,192</u>	<u>201,716</u>
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS		(5,090)	2,968	(2,122)	7,835
NET GAIN ON INVESTMENTS		557	3,438	3,995	14,967
NET (EXPENDITURE)/INCOME		<u>(4,532)</u>	<u>6,405</u>	<u>1,873</u>	<u>22,802</u>
TRANSFER BETWEEN FUNDS		(12,000)	12,000	0	0
NET MOVEMENT IN FUNDS		<u>(16,532)</u>	<u>18,405</u>	<u>1,873</u>	<u>22,802</u>
BALANCES BROUGHT FORWARD		62,561	385,799	448,360	425,558
BALANCES CARRIED FORWARD		<u>46,029</u>	<u>404,205</u>	<u>450,233</u>	<u>448,360</u>

BALANCE SHEET AS AT 31ST DECEMBER 2023

Note

FIXED ASSETS

2024

2023

Tangible fixed assets

8(a)

750,000

750,000

Investment assets

8(b)

184,042

175,136

934,042

925,136

CURRENT ASSETS

Debtors

9

3,717

944

Short term deposits:

Diocese of Rochester

290,412

293,472

Cash at bank and in hand

19,299

23,968

313,428

318,384

LIABILITIES

Creditors: - Amounts fall due within one year

10

(47,238)

(45,162)

NET CURRENT ASSETS

266,190

273,222

TOTAL NET ASSETS

1,200,232

1,198,358

FUNDS

Unrestricted - General

13(a)

46,028

62,561

Restricted - Development fund

13(a)

216,182

179,677

Restricted - Church repair fund

13(a)

95,329

123,131

Restricted - Hall repair fund

13(a)

92,693

82,990

450,233

448,360

Restricted - Hall valuation reserve

750,000

750,000

TOTAL FUNDS

1,200,233

1,198,360

Approved by the Parochial Church Council on 2nd April 2025 and signed on its behalf by:

Robin Hogg (Warden)

Tim Dawson (Honorary Treasurer)

The notes numbered one to eleven on the following pages form part of these Financial Statements.

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31st December 2024**

1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the regulations "true and fair view" provisions, and also prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102))

2. ASSETS

Consecrated property

Consecrated and beneficed property is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011.

Movable Church furnishings

Movable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts. Any exceptions to this policy are fully disclosed.

Other Property

SORP 102 was introduced in 2016 and allows three different bases for valuing fixed assets. We have opted to include the Church Hall in the accounts at its valuation on the introduction of SORP 102, in 2016. The Church Hall is therefore included in the accounts at its value on 1 January 2016. This represents the insurance value in 2006. No depreciation will be charged as any charge would be offset by an increase in the value of the Hall.

Other fixtures, fittings and office equipment

Other assets are usually charged to the income and expenditure account when purchased.

Investments

Investments are shown in the accounts at their mid market value at the year end and the unrealised gain or loss is reflected in the statement of financial activities.

Short term Deposits

These are cash deposits held with the Diocese or one of our banks.

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31st December 2024**

3. FUNDS

Unrestricted Funds

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for use for any purposes by the PCC.

Restricted Funds

These represent the funds that have been received that are intended to be used for specific purposes. Details of the restricted funds held and the relevant restriction are shown in the notes to the accounts.

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024

4. INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
4(a) <i>Voluntary Income</i>				
Planned Giving:				
- Gift Aid donations	76,872	0	76,872	73,930
- Income tax recoverable	28,899	125	29,024	22,475
Collections	6,384	0	6,384	7,254
Donations	12,545	0	12,545	16,826
Legacies	0	30,000	30,000	10,000
	<u>124,701</u>	<u>30,125</u>	<u>154,826</u>	<u>130,485</u>
4(b) <i>Activities for generating funds</i>				
Span advertising	2,680	0	2,680	4,942
Rent on Church House Flat	10,152	0	10,152	9,849
	<u>12,832</u>	<u>0</u>	<u>12,832</u>	<u>14,791</u>
4(c) <i>Income from investments</i>				
Dividends on CCLA Investments	4,912	0	4,912	4,703
Interest on Funds held at the Diocese	401	10,297	10,698	8,779
	<u>5,312</u>	<u>10,297</u>	<u>15,609</u>	<u>13,482</u>
4(d) <i>Income from Church activities</i>				
Fees for weddings and funerals	2,541	0	2,541	4,153
Hall lettings	47,261	0	47,261	46,640
	<u>49,802</u>	<u>0</u>	<u>49,802</u>	<u>50,793</u>
TOTAL INCOME	<u>192,647</u>	<u>40,422</u>	<u>233,069</u>	<u>209,551</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024

5. EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
5(a) <i>Church Activities</i>				
Missionary and charity giving				
- Home	5,576	0	5,576	2,475
- Overseas	0	0	0	825
	<u>5,576</u>	<u>0</u>	<u>5,576</u>	<u>3,300</u>
Parish share	77,715	0	77,715	76,831
Other Ministry costs	6,270	0	6,270	4,757
Church running and maintenance costs	60,173	0	60,173	62,958
Major repairs	0	37,454	37,454	7,065
Repairs and Maintenance	2,907	0	2,907	5,191
Grounds	481	0	481	5,515
Church development	13,028		13,028	10,000
Expenditure on Span	435	0	435	0
Organist, choir and music	7,923	0	7,923	7,874
Administrator's direct costs	22,550	0	22,550	17,566
Bank charges	680	0	680	590
	<u>197,737</u>	<u>37,454</u>	<u>235,192</u>	<u>201,646</u>
5(b) <i>Raising Funds</i>				
Stewardship expenses	0	0	0	70
	<u>0</u>	<u>0</u>	<u>0</u>	<u>70</u>
TOTAL RESOURCES EXPENDED	<u>197,737</u>	<u>37,454</u>	<u>235,192</u>	<u>201,716</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024

6. STAFF COSTS

	2024	2023
Wages and salaries	41,240	36,932
	<u>41,240</u>	<u>36,932</u>
Average number of employees	4	4

During the year the Church staff comprised: a Director of Music, Administrator in the Church Office, a Youth Worker, and Cleaners. Payments to visiting clergy and organists are also made and included in staff costs.

The clergy are paid by the Diocese and their emoluments are therefore not included in this disclosure.

All staff are part time.

7. RELATED PARTIES

No payments or expenses of any kind, were paid to any PCC member, persons closely related to them or related parties, in connection with their role on the PCC.

8. FIXED ASSETS FOR USE BY THE PCC

8(a) *Tangible fixed assets*

	2024	2023
Church Hall	750,000	750,000
Gross and Net Book Value	<u>750,000</u>	<u>750,000</u>

The Hall, excluding its land, is included in the accounts at its valuation in 2006.

The current insurance value is £3.3 million (2023 £3.3 million). We have chosen not to revalue the property as allowed under SORP 102.

8(b) *Investments*

CCLA Investment Account	<u>184,042</u>	<u>175,136</u>
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The Church investments are held in CCLA Church of England Investment Fund. No purchases or sales have taken place during the year. Any dividends are automatically reinvested in the fund.

9. DEBTORS

	2024	2023
Debtors	3,717	944
	<u>3,717</u>	<u>944</u>

10. LIABILITIES

	2024	2023
Outstanding donations	(4,759)	(5,739)
Outstanding creditors	(15,884)	(12,827)
Retention and provisions	<u>(26,596)</u>	<u>(26,596)</u>
	<u>(47,238)</u>	<u>(45,162)</u>

**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024****11. Contingency**

St Mary's Preschool operates independently of the church but under the Church's Charity Number.

The PCC of St Mary's appoints six members to the Preschool Board each year.

The examined accounts of the Preschool are attached to the Church Annual Report and Accounts, pages 20 & 21, presented to the APCM, and filed with the Charities Commission and Diocese.

The PCC considers that the Preschool continues as a going concern.

The PCC considers that the consolidation of the accounts with the church accounts would not add any significant clarity to the overall financial position

If the Pre School closed the residual assets and liabilities would become the responsibility of the PCC.

12. FUNDS

Certain funds have been designated for: the Church Repair Fund,

the Hall Repair Fund and the Future Generations Project.

The repair funds are maintained to cover the costs associated with the Quinquennial inspection of the Church and Church Hall.

The Future Generations Project Fund is maintained to meet the costs associated with the possible redevelopment of the Church premises.

13.(a) SUMMARY OF FUNDS MOVEMENTS

	Unrestricted Funds	FGP Fund	Church Repair Fund	Hall Repair Fund	Total
Balance at 1st January 2024	62,560	179,677	123,131	82,991	448,359
Income	192,647	34,904	2,555	2,963	233,069
Expenditure	(197,737)	0	(37,454)	0	(235,192)
Investment gains	557	1,601	1,097	739	3,995
Transfer between funds	(12,000)		6,000	6,000	0
Balance at 31st December 2024	<u>46,028</u>	<u>216,182</u>	<u>95,329</u>	<u>92,693</u>	<u>450,232</u>

13.(b) SUMMARY OF ASSETS BY FUND

	Unrestricted Funds	FGP Fund	Church Repair Fund	Hall Repair Fund	Total
Fixed Assets	72,233	96,908	5,028	9,874	184,042
Current Assets	21,033	119,275	90,301	82,819	313,428
Current Liabilities	<u>(47,238)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(47,238)</u>
	<u>46,028</u>	<u>216,182</u>	<u>95,329</u>	<u>92,693</u>	<u>450,232</u>