

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2021
for
The Parochial Church Council of the
Ecclesiastical Parish of St Michael
Highgate

Peter Upton
Bridge House
2 Bridge Avenue
Maidenhead
Berkshire
SL6 1RR

**The Parochial Church Council of the
Ecclesiastical Parish of St Michael
Highgate**

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for the Year Ended 31 December 2021**

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**The Parochial Church Council of the
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**Report of the Trustees
for the Year Ended 31 December 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) Effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The main charitable purpose of the PCC is the advancement of religion.

Significant activities

St Michael's offers a range of services from the formal traditional to less formal contemporary forms of worship. Since the onset of the Covid-19 crisis it has provided a greater number of services online.

In normal times it provides Christian teaching for all ages with Sunday school provision for children at the two main Sunday services. It also occasionally holds Messy Church, aimed at families, a weekly meeting of 11-14 year olds and other activities during the week. These activities were impacted by the continuing restrictions in place during parts of the year due to the Covid pandemic. We began to return towards normally activity towards the end of the year, with only a few measures still in place (such as masking).

Grantmaking

The PCC supports a number of other charities by allocating a proportion of the Church's income and the whole of the Christmas, Easter and other specified offerings.

Volunteers

St Michael's relies on the generous support of many volunteers, many of whom are listed in this report. Apart from the Stipendiary Clergy, who are paid by the Diocese, choristers, musicians, the parish administrator and youth worker are paid for their services by St Michael's directly. In addition, one part time Clergy is self-supporting.

Public Benefit

In addition to the provision of religious services and pastoral support the church is open for and hosts activities for the wider community. The PCC believe that current activities are in line with the Charity Commission guideline (www.gov.uk/guidance/charity-purposes-and-rules).

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**Report of the Trustees
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ACHIEVEMENT AND PERFORMANCE

Charitable activities

Church attendance

It was reported to the APCM in May that this year the annual revision took place between April and May and resulted in the following figures:

The number on roll prior to the revision: 226

The number added on completion as at 12 May 2021: 6

The number removed from the roll (deceased or moved away): 2

The final number on the 2021 roll: 230.

When not impacted by lockdowns, the pattern of the main two Sunday services (introduced in May 2011) had continued with a 9.30 am service with choir, which is a more traditional modern language service than that at the 11.15am service. Each Sunday one of the main morning services is Holy Communion and the other Morning Prayer/Worship.

The average weekly attendance at Sunday Services during October was 121 (101 adults and 20 children). (2020: 152, 105 adults and 47 children; being the average weekly attendance at Sunday services in the two and a half months before lockdown as no in person services took place in October). Children are defined as being under 16 years of age.

Review of the year 2021

As throughout 2021 the impact of Covid-19 and its variants continued to make a major impact on the church, its services and the services it provides, although towards the conclusion of 2021 there were clear signs that a sense of the 'normal' was beginning to make its presence felt. The pattern of services returned to the traditional 8.00, 9.30, 11.15 and 6.30 at Easter. The Sunday School sessions continued to be popular, though problems of staffing with volunteers continued throughout the year.

This was the fourth complete year as incumbent for the Revd Olakunle Ayodeji. The Revd Howard Rogers served as a part-time non-stipendiary priest. The youth and children's worker (Krupa Abrokwa) left during the year and a search is currently being undertaken to find a replacement.

During 2021 the PCC held six meetings. Several of the fixed committees have remained in contact via digital means. Where possible their proceedings have been reported and recommendations made to the PCC. The Standing Committee meets regularly 2 weeks before each PCC meeting. It also communicates via email to make urgent decisions within its remit and its proceedings are reported at the following PCC meeting. The treasurer presents the current financial position to each meeting and there is regular consideration of personnel issues. All meetings were conducted via Zoom.

The Archdeacon's visitation took place via Zoom in April and as a consequence attention was paid to the appearance of the noticeboard outside the church, and to the communication systems used. By July the vicar could report that work had been carried out on the noticeboard and PCC members said how much it had been improved.

Human resources and staffing issues were a constant theme throughout 2021. However the PCC were glad to be able to appoint Mrs Jess Slamon as the parish administrator. Mrs Slamon took up her post on December 1st. 150 people had expressed an interest in the post, and in the end 30 applications were received. Despite advertising widely no suitable candidate emerged to replace the youth worker after Krupa Abrokwa had left.

However the staff handbook was finalised; terms of reference for the PCC committees were agreed and a Code of Conduct was introduced for the first time and agreed by the PCC in March.

Regardless of the covid-19 impositions the pastoral committee was able to report that the strawberry and harvest teas had both been conducted in spring and autumn, and the traditional distribution of hyacinths to elderly and more isolated members of the parish was carried out in December.

The refurbishment of the church hall finished in the main in 2020 was concluded early on in the year. A Conservation Plan was prepared for the church by its parish architects and a programme of works established to get a number of matters progressed. A buddleia was removed from the spire; work on the side chapel window was begun; and further essential work was being carried out on the spire. The chair of the fabric committee reported that further work is required and this could cost between £200,000 and £300,000 (a figure subsequently revised upwards). The committee would be looking to the diocese, Historic England and other possible third party funders. The committee was also dealing with a proposal to insert a mobile phone broadcasting tower might be inserted into the spire.

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Harington's Gardeners - a local charity - began to provide one of their supported interns and a support worker to work one day a week in the Memorial Garden and then on the Forecourt. The PCC unanimously agreed that this work should go ahead but that this would mean the Memorial Garden would be closed on Tuesdays while Harington Gardener's are working there under supervision. Meanwhile it was acknowledged that someone should be engaged to repair the memorial garden wall.

Our partnership with the Highgate Newtown Community Partnership (HNCC) began on June 1st 2021. The partnership saw the establishment of a Wellness Cafe running in our church on Tuesdays and Wednesdays aimed at combating social isolation, loneliness and food poverty in the community. An Under-5s 'Stay and Play' session also runs every Tuesday as part of the partnership. As well as sharing the costs, St Michael's has also shared the storage expenses incurred on behalf of HNCC. Some 64 attendees were registered in the first weeks and some 80 guests attended the official launch presided over by the deputy leader of Camden Council on September 8th. In 2022, musicians from the Royal College of Music, began playing at lunchtime recitals in the church as part of the Wellness Cafe.

Among many other issues and challenges faced in 2021 it was decided that people who gave to the parish, whether in kind or in cash, should be officially thanked, and a working party brought ideas to the PCC as to how that might be achieved, most of which were accepted.

Equally the Mission Action Plan was further refined by a member of the PCC and a number of activities prioritised. Although seen as a necessary complement to budget setting the financial implications were not considered to be 'catastrophic'.

It was noted that towards the end of 2021 many users and renters of the church hall were beginning to resume their activities and payments. Although financial issues are dealt with elsewhere, the parish committed £115,000 to the Common Fund, while the Church Urban Fund and Christian Aid's Afghanistan Appeal were chosen to be the beneficiaries of the Christmas collections. £10,000 was also shared between each of St Michael's five mission partners.

Fundraising activities

As the treasurer's report makes clear, the development of stewardship and fundraising initiatives have been largely put on hold due to lockdown restrictions. There has been a reduction in collection-raised funds, although the treasurer reported that that typically amounted to some seven per cent of church income, and therefore did not pose a significant risk to the church's finances.

FINANCIAL REVIEW

Financial review

The income for the year is £39k above budgeted expectations. The continuing restrictions implemented for parts of the year in response to the Covid-19 pandemic resulted in lower collections and premises letting income compared to pre-pandemic levels, and prevented any work toward organising fundraising activities. Standing order donations also slipped by over £7k, largely due to the effects of the closure on the development of a reasonable stewardship campaign plan, which the church is not prepared to carry out in an online only format. These shortfalls were more than made up for by being £53k above budget in sundry donations. These types of 'one-off' donations are difficult to predict, and are therefore budgeted for using conservative assumptions.

The expenses for the year are £6k higher than budget, which is only 2% of total expenses and represents the largely regular cost base of the church.

The restricted funds show a movement of £3k net decrease, which is largely related to the remittance to The Samuel Taylor Coleridge Trust of money raised in its name in prior years.

Other significant financial activity in the year includes the following:

- St Michael's made a commitment to Highgate Newtown Community Partnership (HNCC) for 2 years from 1st June 2021 to provide accommodation on Tuesdays and Wednesdays for their Wellness Café and Stay & Play sessions, and to donate circa £15,000 each year towards the cost of running these facilities.
- £7.5k was spent on preliminary work (steeplejacks and architects) to assess the costs of vital maintenance works to repair high level stonework on church, and approximately £3k was spent on preparation of a related Conservation Plan.

Whilst the higher than planned level of sundry donations mentioned above served to provide a welcome financial cushion in the year, there continues to be a need for establishing regular sources of income, both to offset the risks that these large one-off donations present (should they not occur in any one year the church financial position will suffer) and to undertake future improvement plans, including the establishment of a sinking fund to cover works required by current and future quinquennial reviews.

Principal funding sources

St Michael's is mainly funded by donations (regularly occurring and one-offs) and related Gift Aid claims. This is supported by hall lettings, the letting of a local house owned by the church ('The Curate's House'), and other income such as fundraising and legacies.

**The Parochial Church Council of the
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**Report of the Trustees
for the Year Ended 31 December 2021**

FINANCIAL REVIEW

Investment policy and objectives

Cash reserves are held on deposit at the bank at a level deemed sufficient for regular operations. Surplus cash is held in a Church of England deposit fund with the charity fund managers CCLA. Although interest rates are low, the PCC wish to keep reserves liquid and held with minimum risk, so the low return is acceptable.

Reserves policy

We do not have a formal policy, but we do have an informal practice of keeping three month's worth of regular operating expenses (£60k) in reserve. We also aim to be able to put aside each year a sizeable amount for future major work that will continually be required to keep St Michael's church in a good state of repair. The latter practice is now a greater centre of focus given the need to consider high level stonework on the church roof and steeple.

FUTURE PLANS

The PCC intend to continue activity as normal, while setting aside reserves to build up the refurbishment fund for the quinquennial review.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

As part of the Church of England the PCC has two Approved Governing Documents:

- (1) the Parochial Church Councils (Powers) Measure 1956 as amended; and
- (2) the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

These are both Church of England Measures.

Recruitment and appointment of new trustees

The method of appointment of PCC members is set out in the Church Representation Rules. All members of the congregation are encouraged to register on the Electoral Roll and to stand for election to the PCC.

**The Parochial Church Council of the
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**Report of the Trustees
for the Year Ended 31 December 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

PCC members, who have, except where otherwise stated, served from 1st January 2021 to the date of this report, are:

Incumbent

The Rev. Olakunle Ayodeji - Chairman

Assistant Clergy

The Rev. Howard Rogers

Churchwardens

Mr Alexander Ollier- Vice-Chairman

Ms Pamela Chesire

Deputy Churchwardens

Mr Nicholas Sanderson

Mrs Julia Rigby

Representatives on the Deanery Synod

Mrs Anne Casson

Mr Andrew Clode (PCC secretary)

Mr Nicholas Sanderson

Dr Karen Sennett

Mrs Julia Rigby

Elected Members

Mrs Lisa Brading

Mr John Casson

Mr Simon Owen (from 27.05.21)

Mr Robert Pfeiffer (from 27.05.21)

Mr Paul Dean (until 27.05.21)

Mrs Jean Reed (until 27.05.21)

Mrs Sheila Taylor

Mrs Mary Holtby

Mrs Virginia West

Mr Michael Powell

Ms Haanan Marwah

Mr Alexander Lehman

Mrs Megan Clark (from 27.05.21)

Mr Malcolm McGregor (from 27.05.21)

Mr Mark Dailey (until 27.05.21)

Mr Charles Jandreau (until 27.05.21)

Lay Ministers' Representative

Mrs Patrice Ware-White

Co-opted Members

Mr Malcolm McGregor (until 27.05.21)

Mr Mark Dailey (from 27.05.21)

Mr Charles Jandreau (from 27.05.21)

Licensed Lay Ministers

Mrs Anne Casson

Mr Robert Pfeiffer

Mr Nicholas Sanderson

Mrs Patrice Ware-White

Induction and training of new trustees

New trustees are given an oral welcome and introduction from the Vicar and Secretary, covering trustee duties. Copies of relevant documentation are also provided.

**The Parochial Church Council of the
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**Report of the Trustees
for the Year Ended 31 December 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Wider network

The PCC maintains strong links with its Mission Partners.

Related parties

Dr Karen Sennett is a trustee of Kirima Limited, a charity with the PCC supports. She does not receive remuneration for this role. Mr Paul Dean receives remuneration for his role as Director of Music.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1130913

Principal address

South Grove
Highgate
LONDON
N6 6BJ

Trustees

Mrs A Casson
Mr M Dailey
Mr M McGregor
Rev JH Rogers
Mr N Sanderson
Mrs V West
Mrs P Ware-White
Mr J Casson
Mr P Dean (resigned 27.5.21)
Rev O Ayodeji
Mr S Owen (appointed 27.5.21)
Mrs J Rigby
Dr K Sennett
Mr C Jandreau
Mrs J Reed (resigned 27.5.21)
Mrs L Bradling
Ms P Chesire
Mr A Ollier
Mrs S Taylor
Mrs M Holtby
Ms H Marwah
Mr M Powell
Mr A Lehman
Mr A Clode
Mr R Pfeiffer (appointed 27.5.21)
Mrs M Clark (appointed 27.5.21)

The Parochial Church Council of the Ecclesiastical Parish of St Michael Highgate became a Charity registered with the Charity Commission on 3rd August 2009 with members of the PCC becoming Trustees of the Charity.

The Parochial Church Council of the
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Report of the Trustees
for the Year Ended 31 December 2021

REFERENCE AND ADMINISTRATIVE DETAILS

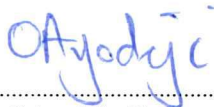
Independent Examiner

Peter Upton FCA CTA
Member of the ICAEW
Peter Upton
Bridge House
2 Bridge Avenue
Maidenhead
Berkshire
SL6 1RR

The Church

St. Michael's Church is situated in South Grove, Highgate, London N6 6BJ. It is in the Edmonton Area of the Diocese of London within the Church of England. Its address for correspondence is South Grove, London N6 6BJ.

Approved by order of the board of trustees on 17/03/2022 and signed on its behalf by:



.....
Rev O Ayodeji - Trustee

**Independent Examiner's Report to the Trustees of
The Parochial Church Council of the
Ecclesiastical Parish of St Michael
Highgate**

Independent examiner's report to the trustees of The Parochial Church Council of the Ecclesiastical Parish of St Michael Highgate

I report to the charity trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Michael Highgate (the Trust) for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's 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 examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Member of the ICAEW which is one of the listed bodies.

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

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

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



Peter Upton FCA CTA
Member of the ICAEW
Peter Upton
Bridge House
2 Bridge Avenue
Maidenhead
Berkshire
SL6 1RR

Date: 23 May 2022

**The Parochial Church Council of the
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**Statement of Financial Activities
for the Year Ended 31 December 2021**

	Notes	Unrestricted funds £	Restricted funds £	31.12.21 Total funds £	31.12.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	246,097	-	246,097	261,244
Other trading activities	3	20,644	-	20,644	10,501
Investment income	4	45,743	-	45,743	43,497
Total		312,484	-	312,484	315,242
EXPENDITURE ON					
Charitable activities	5				
Church work		278,290	2,954	281,244	384,521
NET INCOME/(EXPENDITURE)		34,194	(2,954)	31,240	(69,279)
RECONCILIATION OF FUNDS					
Total funds brought forward		542,037	18,300	560,337	629,616
TOTAL FUNDS CARRIED FORWARD		576,231	15,346	591,577	560,337

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**The Parochial Church Council of the
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**Balance Sheet
31 December 2021**

	Notes	Unrestricted funds £	Restricted funds £	31.12.21 Total funds £	31.12.20 Total funds £
FIXED ASSETS					
Tangible assets	12	376,343	-	376,343	379,391
CURRENT ASSETS					
Debtors	13	23,974	-	23,974	28,440
Cash at bank and in hand		191,682	15,346	207,028	157,879
		<u>215,656</u>	<u>15,346</u>	<u>231,002</u>	<u>186,319</u>
CREDITORS					
Amounts falling due within one year	14	(15,768)	-	(15,768)	(5,373)
NET CURRENT ASSETS		<u>199,888</u>	<u>15,346</u>	<u>215,234</u>	<u>180,946</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>576,231</u>	<u>15,346</u>	<u>591,577</u>	<u>560,337</u>
NET ASSETS		<u>576,231</u>	<u>15,346</u>	<u>591,577</u>	<u>560,337</u>
FUNDS	15				
Unrestricted funds				576,231	542,037
Restricted funds				15,346	18,300
TOTAL FUNDS				<u>591,577</u>	<u>560,337</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 17/03/2022 and were signed on its behalf by:


Mr A Ollier - Trustee

**Notes to the Financial Statements
for the Year Ended 31 December 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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) (effective 1 January 2019), Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether "capital" grants or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution, where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 3.3% on cost
Office equipment	- 25% on cost

Freehold land and buildings are an exception to the general policy and this property is accounted for at 1998 insurance value, with the surplus being taken to the general reserve.

Investments in listed shares are stated at market value.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**The Parochial Church Council of the
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**Notes to the Financial Statements - continued
for the Year Ended 31 December 2021**

1. ACCOUNTING POLICIES - continued

Financial instruments

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments, which are initially recognised at transaction value and subsequently measured at their settlement value.

2. DONATIONS AND LEGACIES

	31.12.21	31.12.20
	£	£
Donations	198,045	206,514
Gift aid tax recovered	47,552	51,730
Legacies	500	3,000
	<u>246,097</u>	<u>261,244</u>

Donations received, included in the above, are as follows:

	31.12.21	31.12.20
	£	£
Donations by standing order	84,689	92,046
Gift Aid envelopes	2,021	2,074
Open plate service collections	3,987	2,849
Sundry donations	107,348	108,280
Restricted Funds income	-	1,265
	<u>198,045</u>	<u>206,514</u>

3. OTHER TRADING ACTIVITIES

	31.12.21	31.12.20
	£	£
Fundraising	-	(84)
Church hall lettings	19,514	10,338
Fees	1,130	247
	<u>20,644</u>	<u>10,501</u>

4. INVESTMENT INCOME

	31.12.21	31.12.20
	£	£
Rents received	45,665	42,701
Interest receivable	78	796
	<u>45,743</u>	<u>43,497</u>

The Parochial Church Council of the
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Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Grant funding of activities (see note 7) £	Support costs (see note 8) £	Totals £
Church work	226,272	26,208	28,764	281,244

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.12.21 £	31.12.20 £
Trustees' remuneration etc	10,500	10,500
Staff costs	23,577	21,886
Contribution to the Diocesan Common Fund	115,000	115,000
Church services and music	5,863	2,643
Clergy expenses	1,660	2,815
Clergy house	23,007	23,499
Church running expenses	12,363	13,761
Church maintenance	29,263	118,287
Gas, water and electric	5,039	5,980
Publicity	-	4
	226,272	314,375

7. GRANTS PAYABLE

	31.12.21 £	31.12.20 £
Church work	26,208	14,070

The total grants paid to institutions during the year was as follows:

	31.12.21	31.12.20
XLP	2,141	2,500
Medcare	-	785
C4WS	2,141	2,500
CARIS	2,641	3,285
Kirima Limited	2,141	2,500
Zimbabwe Victims Fund	2,141	2,500
HNCC	9,267	-
Christain Aid	1,600	-
The Church Urban Fund	1,600	-
The Coleridge Trust	2,536	-
	26,208	14,070

**The Parochial Church Council of the
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**Notes to the Financial Statements - continued
for the Year Ended 31 December 2021**

8. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Church work	27,889	155	720	28,764

Support costs, included in the above, are as follows:

	31.12.21 Church work £	31.12.20 Total activities £
Wages	2,539	11,498
Printing, stationery, telephone and internet	12,761	13,859
Redundancy	-	24,000
Depreciation of tangible and heritage assets	12,589	5,726
Bank charges	155	273
Independent examination	720	720
	<u>28,764</u>	<u>56,076</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

	31.12.21 £	31.12.20 £
Trustees' salaries	10,500	10,500

Mr P Dean received £10,500 as remuneration for the services provided as Director of Music. He is also a trustee.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020 other than clergy expenses.

10. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.12.21	31.12.20
Employees	1	2

No employees received emoluments in excess of £60,000.

Staff costs, included in the above, are as follows:

	31.12.21 £	31.12.20 £
Direct charitable expenditure		
Youth worker	14,958	15,886
Organists and choir	19,119	16,500
Support costs		
Parish administrator (Key management)	2,539	11,498
Termination payment (for parish administrator)	-	24,000
	<u>36,615</u>	<u>67,884</u>

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**Notes to the Financial Statements - continued
for the Year Ended 31 December 2021**

10. STAFF COSTS - continued

Volunteers play an important role in all aspects of the life and work of the Church. They participate in the leadership of worship by introducing, reading and leading prayers, singing and playing instruments. They are involved in organisational and administrative roles planning and organising activities and rotas, welcoming and provide information for members and visitors. Volunteers prepare and serve refreshments after services and at church and community events. Singers and musicians give recitals. Others teach and organise craft and other activities for children. The flowers and other decorations are arranged by and the fabric cared for, being sewn, laundered and repaired, by volunteers. Volunteers participate in pastoral care, which includes visiting those who are ill or housebound or in care homes.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	259,979	1,265	261,244
Other trading activities	10,501	-	10,501
Investment income	43,497	-	43,497
Total	313,977	1,265	315,242
EXPENDITURE ON			
Charitable activities			
Church work	384,061	460	384,521
NET INCOME/(EXPENDITURE)	(70,084)	805	(69,279)
Transfers between funds	56,968	(56,968)	-
Net movement in funds	(13,116)	(56,163)	(69,279)
RECONCILIATION OF FUNDS			
Total funds brought forward	555,153	74,463	629,616
TOTAL FUNDS CARRIED FORWARD	542,037	18,300	560,337

**The Parochial Church Council of the
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Highgate**

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2021**

12. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Office equipment £	Totals £
COST				
At 1 January 2021	182,464	193,021	45,337	420,822
Additions	-	6,540	3,000	9,540
At 31 December 2021	182,464	199,561	48,337	430,362
DEPRECIATION				
At 1 January 2021	-	2,145	39,285	41,430
Charge for year	-	6,579	6,010	12,589
At 31 December 2021	-	8,724	45,295	54,019
NET BOOK VALUE				
At 31 December 2021	182,464	190,837	3,042	376,343
At 31 December 2020	182,464	190,876	6,052	379,392

Freehold land and buildings comprise the curate's house at 17 Bisham Gardens, which is stated at 1998 insured value. This building is registered under the London Diocese for the benefit of the Parochial Church Council of St Michael Highgate.

Property improvements depreciation began in September 2020, which is the first full month following the practical completion of the works.

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21 £	31.12.20 £
Other debtors	3,204	6,208
Gift Aid	20,770	22,232
	23,974	28,440

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21 £	31.12.20 £
Other creditors	2,737	4,623
Accrued expenses	13,031	750
	15,768	5,373

The Parochial Church Council of the
Ecclesiastical Parish of St Michael
Highgate

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

15. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	162,646	46,783	(9,541)	199,888
Fixed assets reserve	379,391	(12,589)	9,541	376,343
	<u>542,037</u>	<u>34,194</u>	<u>-</u>	<u>576,231</u>
Restricted funds				
Embroidery legacy	1,018	-	-	1,018
Clock legacy	13,397	(418)	-	12,979
Memorial garden fund	64	-	-	64
Coleridge fund	2,536	(2,536)	-	-
Hope window fund	1,285	-	-	1,285
	<u>18,300</u>	<u>(2,954)</u>	<u>-</u>	<u>15,346</u>
TOTAL FUNDS	<u>560,337</u>	<u>31,240</u>	<u>-</u>	<u>591,577</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	312,484	(265,701)	46,783
Fixed assets reserve	-	(12,589)	(12,589)
	<u>312,484</u>	<u>(278,290)</u>	<u>34,194</u>
Restricted funds			
Clock legacy	-	(418)	(418)
Coleridge fund	-	(2,536)	(2,536)
	<u>-</u>	<u>(2,954)</u>	<u>(2,954)</u>
TOTAL FUNDS	<u>312,484</u>	<u>(281,244)</u>	<u>31,240</u>

The Parochial Church Council of the
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Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	340,314	(64,358)	(113,310)	162,646
Fixed assets reserve	214,839	(5,726)	170,278	379,391
	<u>555,153</u>	<u>(70,084)</u>	<u>56,968</u>	<u>542,037</u>
Restricted funds				
Church refurbishment fund	56,967	-	(56,967)	-
Embroidery legacy	1,018	-	-	1,018
Clock legacy	13,397	-	-	13,397
Memorial garden fund	465	(400)	(1)	64
Coleridge fund	2,566	(30)	-	2,536
Hope window fund	50	1,235	-	1,285
	<u>74,463</u>	<u>805</u>	<u>(56,968)</u>	<u>18,300</u>
TOTAL FUNDS	<u>629,616</u>	<u>(69,279)</u>	<u>-</u>	<u>560,337</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	313,977	(378,335)	(64,358)
Fixed assets reserve	-	(5,726)	(5,726)
	<u>313,977</u>	<u>(384,061)</u>	<u>(70,084)</u>
Restricted funds			
Memorial garden fund	30	(430)	(400)
Coleridge fund	-	(30)	(30)
Hope window fund	1,235	-	1,235
	<u>1,265</u>	<u>(460)</u>	<u>805</u>
TOTAL FUNDS	<u>315,242</u>	<u>(384,521)</u>	<u>(69,279)</u>

Fixed Asset Reserve

This represents the net book value of fixed assets held by the church. A transfer from the general fund was made to this reserve during the year.

Church Refurbishment Fund

This is a fund for donations received specifically for the refurbishment of the church. It may be supplemented from general reserves if required.

Embroidery Legacy

This is a restricted reserve received as a legacy specifically for the upkeep and maintenance of the church embroidery.

Clock Legacy

This is a restricted reserve received as a legacy solely for future updating and refurbishing of the church clock in the church tower.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

15. MOVEMENT IN FUNDS - continued

Memorial Garden Fund

This is a restricted reserve for donations received specifically for the upkeep and maintenance of the memorial garden in the church grounds.

Coleridge Fund

This is a restricted reserve fund and the amount recognised represents income received from the sale of listed investments formerly held in an endowment fund and the Coleridge Day event held in 2018. The poet Samuel Coleridge is buried within the church grounds.

Hope Window Fund

This is a restricted fund for donations received specifically for contributions to the memorial stained-glass window that will be placed in the northern wall of the church building over the doorway that leads to the hall. The window is currently not decorated with stained-glass. The design of the window has been completed and approved, and the creation and installation of the window is planned to take place in 2022.

16. RELATED PARTY DISCLOSURES

During the year donations totalling £2,141(2020: £2,500) were paid to Kirima Limited, a charity of which Dr. K Sennett is also a trustee.

During the year, Mr P Dean, a member of the PCC, received £10,500 as remuneration for the services provided as Director of Music. No other trustees received any remuneration during the year.