

# THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN

England & Wales · Charity number 1131170

## Details

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Other names	ALL SOULS PCC, HARLESDEN
Status	Registered
Legal form	Other
Registered	2009-08-18
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	All Souls Vicarage 3 Station Road London NW10 4UJ
Phone	02089654988
Email	<a href="mailto:allsoulsharlesden@gmail.com">allsoulsharlesden@gmail.com</a>
Website	<a href="http://www.allsoulsharlesden.com">www.allsoulsharlesden.com</a>

## Activities

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**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** The PCC promotes in the Ecclesiastical Parish of All Souls situated in Harlesden, London NW10 in the London Borough of Brent, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Activities include worship, prayer group, concerts, creche, Sunday School, youth club, mental health drop in.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Brent
- Ealing
- Hammersmith And Fulham

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£136,972	£86,293	-	-
2023-12-31	£134,273	£114,678	-	-
2022-12-31	£91,480	£99,221	-	-
2021-12-31	£145,535	£125,910	-	-
2020-12-31	£108,916	£102,805	-	-

## Trustees

Name	Role	Appointed
DEBORAH ST LOUIS		2021-05-30
Emelia Motsoo Nortey		2019-04-28
FILICETA MAY ROBERTS		2021-05-30
GILLIAN NICKIE		2020-07-19
Gaius Umeh HND,BEng		2019-04-28
HUGH SMITH		2021-05-30
Ingrid Bruno-Snelling		2019-04-28
Lewis Edward Melville Evans		2021-05-30
MARGARET OYEMADE		2020-07-19
Rev Adam Dobrzynski PhD		2023-02-02
Ron Bruno-Snelling		2021-05-30
Sharon Dunbar		2020-07-19

**THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN**

England & Wales - Charity number 1131170

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# Accounts

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**Charity number: 1131170**

**The Ecclesiastical Parish**

**of**

**All Souls, Harlesden**

**Annual Report and Financial Statements**

**For the year ended 31 December 2024**

Prepared by:

Quantum Services (London) Limited

Cypress House, Alders Close, London, W5 4JF

*Accountants and Consultants to the Charity Sector*

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**Charity Information**

<b>Charity Name</b>	The Ecclesiastical Parish of All Souls, Harlesden
<b>Principal Address</b>	All Souls Church Station Road London NW10 4UJ
<b>Website</b>	<a href="http://www.allsoulsharlesden.com">www.allsoulsharlesden.com</a>
<b>Charity Number</b>	1131170
<b>Date of Registration</b>	18 August 2009
<b>Legal Status</b>	Parochial Church Council
<b>Financial Year End</b>	31 December
<b>Bankers</b>	TSB Bank plc Henry Duncan House 120 George Street Edinburgh EH2 4LH  CCLA Investment Management Ltd Senator House 85 Queen Victoria Street London EC4V 4ET

## Annual Report of the Parochial Church Council

For the year ended 31 December 2024

### Introduction

In their capacity as trustees of the registered charity, the PCC members present the annual report and financial statements of All Souls Church, Harlesden, from 1 January 2024 to 31 December 2024.

### Aims and Purposes

All Souls Parochial Church Council is responsible for co-operating with the incumbent, Fr Adam Dobrzynski, in promoting the whole mission of the church – pastoral, evangelistic, social and ecumenical – within the ecclesiastical parish.

The PCC also has maintenance responsibilities for the Church Hall and the Hall Flat at 1 Station Road, Harlesden, London, NW10 4UJ.

### Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at All Souls. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. We also look to give away part of our income to other charitable organisations that seek to advance the Christian faith or relieve poverty.

We seek to enable ordinary people to live out their faith through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Provision of life-cycle events: baptisms, confirmations, marriages, funerals.
- Provision of facilities for the community.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

### Electoral Roll

The Electoral Roll at the end of the year stood at 136. Six members have been removed and 11 added. Of the members, 67 were resident within the parish boundaries and 69 were non-resident.

### **Church Attendance**

The average weekly attendance, counted during October 2024, was 77. Normally this number increases at festivals and on special occasions. The average weekly attendance has grown slightly since 2023.

### **Review of the Year**

The PCC met five times in 2024 with an average level of attendance of 78%.

Here is a summary of the major agenda items:

- Appointment of Officers of the PCC.
- Building needs.
- Financial Reports, Approval of Accounts and meeting with Independent Examiner.
- Approval of Annual Report.
- Appointment of Safeguarding Officer and Children's Champion and revisiting of Safeguarding and Children's Policy and development of Action Plan.
- Offer for Common Fund for 2025.
- Stewardship Renewal.
- A calendar of events for 2025
- Review and vote on important documents for our parish life.
- John Keble School.
- Collaboration in the management of our daily parish life

### **Public Benefit Statement**

In planning the affairs of the charity, the trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, and the supplementary guidance on charities for the advancement of religion.

### **Safeguarding Report**

The Safeguarding Team continues to work hard, ensuring safeguarding is kept at the heart of our community, at the centre of our Christian mission and ministry and our commitment to each other.

Many people have been completing the Diocesan online training. Thank you for this! We continue to encourage PCC members and other people actively involved in the life of the parish to complete basic safeguarding training online. DBS checks of those who are required by law to do so are being conducted and updated. We continue to strive for excellence and welcome insights from other quarters in this vital area.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Our Safeguarding Policy is published on the church website.

**Deanery Synod**

Two members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church of England.

It is with great joy that we announce that Sharon Dunbar was elected as Lay Chair of the Deanery Synod. And we thank Sharon for her service not only in our parish but in the broader life of the church.

## Vicar's Report

### Introduction

Let me begin my report on the recall of William Law, an eighteenth-century Church of England priest and author of influential works on Christian ethics and mysticism. He was a very devout priest whose most famous work, "A Serious Call to a Devout and Holy Life" (1728), greatly influenced the Anglican Church's later evangelical revival. Law once prayed this, "Grant us, O Lord Christ, to desire to have thee as our Saviour, not in the next world, but in this".

I believe that Law's prayers deeply characterise our parish life as Christ's body here and now in Harlesden. That desiring after our Lord Christ as Saviour in this world is borne out in our devotional and missionary lives as we serve this community. This is also confirmed in many aspects of our practical parish life.

### Parish Life

This year proved to be another busy time for our church family. Ten baptisms, two banns of marriage called, one wedding, six funerals, two confirmations and eight children were admitted to their First Communion. Two families moved away for various reasons, mainly to do with housing and growing families, which was sad but to be expected in this part of London. We have also celebrated welcoming several new friends, and some long-standing members of our church family have returned to us. Numbers have been pretty stable.

Ola Faith Mba has been identified, trained, and licensed on 27 July 2024, to exercise the office of Lay Evangelist in the Parish of All Souls. The fruits of her mission and ministry in our everyday parish life are invaluable.

On 1 September 2024, we welcomed Calum Kramer into our church family, who joined us in discovering his unique gifts and skills through Christian ministry placements, training and mentoring. I can confidently say that Calum's presence in our church family, although limited in time to 11 months, will not end at the end of July. All Souls changes people, and they will always remain in our hearts, just as we will always be a part of their lives going forward.

On 14 September 2024, we had our annual, very successful Pilgrimage to the Shrine of Our Lady of Walsingham. And from 14-18 October 2024, together with the parish of St Michael the Archangel Church, Tokyngton, we made a pilgrimage to the Shrine of Our Lady of Lourdes.

We also responded positively regarding technical solutions to meet the needs of the times. We have seen the launch of a new website, and we have started preparations for live streaming of our Sunday masses.

On the 13 January 2024, we organised a lunch for older church members and on 21 July 2024, a barbecue in the vicarage garden. Both events were a huge success for us and

brought much joy, and left many positive memories. However, I would particularly like to emphasise that on the 9 November 2024, after a long-term break, we renewed the Dinner and Dance, one of our main fundraising events. But special thanks to May Roberts and Lewis Evans for coordinating the arrangements and responsibility for this important event in our parish life.

Alongside these events, the life of the parish has continued. We continue to support the John Keble School Foodbank. We have also raised money for the Glass Door Homeless Charity, also supporting them with a collection of food and hygiene products necessary for their mission. Thank you so much, Lorna Anderson, for organising and coordinating this. Lorna Anderson, together with Pat Calvin-Buckley, has generously agreed to coordinate our project, "Reclaiming Narratives – All Souls Church Shared History". The collective narratives of our church family, encompassing its past events, traditions, and experiences, are an integral part of our community's cultural heritage and collective memory. I want to thank everyone who responded positively to Lorna's request, because understanding our shared history provides a sense of heritage and lineage.

### Thanks

There is, of course, the governance of our parish to consider. The huge amount of support and work offered by Lewis Evans and Ron Bruno-Snelling as our Churchwardens. Both Lewis and Ron have served this parish wonderfully and mainly in quiet, unobtrusive ways over the past year, and they deserve all our thanks. Special thanks to Lewis for his ministry during the very challenging period that was the interregnum, and later for supporting me in my early ministry at All Souls. This year, Lewis has decided to step down as the churchwarden. But his gifts and love for our church family will continue to serve us in other aspects of our parish life.

Thank you to Deborah St-Louis, our PCC Secretary, and Sandra St-Louis Kandapah, who has taken on the role of Treasurer. Grateful thanks are also offered to our PCC, who have played their part in the management and formation of our parish over the past year. Thank you to those who work on our committees: our Safeguarding Team, Finance and Stewardship Team and Events Committee.

Thank you to our ministry team for your blessed "labour" of speaking the Word of God to us. Thank you, Vena Oglesby (our Lay Minister), for being, in this changing world, a stronghold of stability, faith and devotion. Also, deepest thanks go to our Healing Ministry Team for allowing God to use your prayers and hands in the healing path of our hearts and bodies.

Christie Osula offers huge amounts of her energy and time as our parish Sacristan; our worship would be so much the poorer without the skills and musical craftsmanship of Anton Bramble, our Director of Music and organist. Thank you so much for what you offer.

Thank you to our Welcome Team, who make strangers, visitors, and members welcome and at home; our Choir who enhance our praise to God; our Serving Team who assist in making our worship to God dignified. Thank you to our Junior and Youth Church Team who help

## All Souls Church, Harlesden

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educate our younger members and lead them in worship. We cannot imagine a church without the beauty of creation brought into our midst through flowers; so, thank you to Nicole Sutherland for making our church more beautiful. Thanks to Lorna Anderson, Joan Thorpe Anderson, Clive Jones and Olivia Nassuna for keeping our church clean and tidy. People often tell me how beautiful our church looks thanks to you.

We are so blessed, thank you all.

Last but not least, thank you, our All Souls church family members. Without your prayers, your time and your financial support, we could in no way be the parish we are. May I pray that you will continue to support the work of our parish through the gifting of your time, your skills and your finances so that we can continue to be the parish God calls us to be. May God continue to bless us in all we do as we serve Harlesden and beyond, "not in the next world, but in this".

With love and prayers,

Fr Adam

**Churchwardens' Report – Ron Bruno-Snelling and Lewis Evans**

General maintenance on the church fabric has continued. Particular items carried out in 2024 include:

- The church boilers have been tested and serviced regularly.
- The fire alarm has been tested every week, and a trial evacuation of the premises has taken place.
- The lightning conductor was tested
- The security alarms, internal and external, have been serviced.
- Additional sound equipment was purchased.
- Light fittings were replaced in the hall
- A gate was upgraded to improve security
- Vicarage security was improved
- A carpet cleaning machine was purchased
- Numerous other minor maintenance tasks were completed.

Help from all those who clean the church on a regular weekly basis is very much appreciated, in particular Lorna Anderson, Clive Jones, Joan Thorpe Anderson and Olivia Nassuna.

This year saw us interview several potential new architects to manage upcoming tasks planned for the near future, but in particular, repair works to the North wall. We are pleased to confirm that we appointed Jeremy Bell and his team, who clearly demonstrated considerable knowledge and experience in the work that would be needed and had particular expertise in dealing with church buildings. Even after our initial meetings, he has already proved his worth by revising materials and work processes that will be needed for the North wall.

Archdeacon Catherine's triennial visit took place this year and this proved to be very productive and instructive meeting and whilst it was good to hear that our legal responsibilities were all in good order, especially as this was our first meeting since Fr Michael's retirement and the first with Fr Adam, following a 2-year period without a priest. In the meeting, we were able to get a better understanding of Catherine's position and perspective on the Diocese and its relations with the churches. It is our hope that this will enable us to build a stronger relationship over the coming years, which will be essential for our church's continued growth.

As wardens, our job is much more focused and effective when it is enhanced by the prayerful leadership of our Vicar, Priest, and advisor, Fr Adam. His strong leadership and vision for our church continue to inspire us, and through this, All Souls is developing into an accomplished team for which we give God all honour and praise.

We at All Souls continue to be blessed with a dedicated and skilled team of people who ensure that our wonderful building is always ready for our Sunday service. Without the work and contributions of all these people, All Soul's would simply not be able to function

## All Souls Church, Harlesden

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effectively. In particular, we would like to personally thank the following people in the roles that they currently undertake:

Flowers:	Nicole Sutherland and Joan Thorpe Anderson
Cleaning team:	Lorna Anderson, Clive Jones, Joan Thorpe Anderson and Olivia Nassuna
Sacristan:	Christie Osula
Our servers:	Ingrid Bruno-Snelling, Karen Wilson and Jean Lewis
Post service refreshments:	Hugh Smith, Mary Odoom and Karen Wilson
All Souls Treasurer:	Sandra St Louis Kandapah
Treasurer Assistants:	May Roberts, Emelia Nortey, Margaret Oyemade and Clive Jones
Our welcome team:	Michelle Roberts, Shirley Bruno, Ingrid Bruno-Snelling, Hugh Smith, Margaret Oyemade and Ifeoma Umeh
Our sound crew:	Gaius and Allen Umeh
Music:	Anton Bramble and our choir
Church Steward:	Clive Jones
Pastoral Assistants:	Joan Thorpe Anderson, Lorna Anderson and Clive Jones
Healing Team:	Audrey Wright, Joan Thorpe Anderson and Ifeoma Umeh
Sunday School Co-ordinators:	Richelle John and Wendy Reece
Youth Co-ordinator:	Theo Hobson
Safeguarding Officers:	Jean Lewis, Ingrid Bruno-Snelling and Michelle Roberts
First Aider:	Ifeoma Umeh

In addition, in the name of Jesus, we would like to thank all who contribute to the church's life, and in doing so, help us in our work as Churchwardens.

Please let us Wardens know if you would like your name to be added to any of our rotas that help us weekly, monthly or annually to help keep alive our mission at All Soul's; to be a beacon in our community to spread the word of God; three in one: Farther Son and Holy Spirit.

Finally, many thanks to our Clergy: Fr Adam and Calum Kramer; Lay Minister Vena Oglesby and our Lay Evangelist Faith Ola Mba for all that they do for our community here at All Souls.

## Financial Report – Sandra St Louis Kandapah

### Introduction

In 2024, we continued with the engagement of David Miller (through his company Quantum Services) as our accountant. David was introduced to us by the Diocese of London and has many years' experience in charity finances. David also served as our Independent Examiner for 2024, which is permitted as he is not involved in the day-to-day administration of the parish.

### Receipts and Payments Account

The first page of the financial statements is a summary of the receipts (income) and payments (expenditure) during the year. More detailed breakdowns of the receipts and payments can be found later in this document.

The first three columns are for the three categories of cash funds belonging to the parish. We have just one fund in each category:

- Unrestricted Funds – the General Fund
- Unrestricted Designated Funds – the Hall Fund
- Restricted Funds – monies received for specific purposes

The next column, shown in bold due to its importance, is the total of the three previous columns, giving the overall receipts and payments figures for 2024.

The final column contains the figures for 2023 (the previous year) for comparison.

### Unrestricted Funds – the General Fund

This fund represents our tithes, collections and fundraising for the church itself, as well as the general costs incurred in running the parish, other than the Church Hall and Hall Flat. These monies are categorised as “Unrestricted Funds”, as they can be used for any purpose consistent with our charitable objectives.

In terms of funds received:

- Overall, general fund receipts in 2024 were about £1,000 lower than in the previous year. This was because we did not submit a Gift Aid claim for tax repayment, which we plan to do in 2025.
- Actual donations to the parish were approximately £8,000 higher than in the 2023.

Concerning payments:

- Overall expenditure was approximately £28,000 less than in the previous year. This was because there was no major maintenance expenditure needed in 2024.
- Ministry costs have risen by about £4,000 compared to the previous year. This results from increased church activities now that Fr Adam has settled in.
- Energy costs continue to be high.

### Unrestricted Designated Funds – the Hall Fund

The PCC has chosen to separately account for receipts and payments relating to the Church Hall and Hall Flat, and this is commonly known as the Hall Fund. These monies are categorised as “Unrestricted Designated Funds”, as they have been labelled for a particular purpose, but can be used elsewhere at the discretion of the PCC.

In terms of funds received:

- Church Hall rental receipts have increased by about £4,000 compared to 2023. The majority of this income is from the nursery and the Romanian church.
- Hall Flat rental receipts decreased significantly in 2024, as we received a significant amount of arrears in 2023. Rental income is now paid directly into the church bank account from the tenant on a monthly basis, and there are currently no arrears.
- We were able to recover around £10,000 more of utility charges from hall users in 2024 compared to 2023.

Concerning payments:

- Maintenance costs for the hall fell significantly in 2024 as there was no major works needed.

### Restricted Funds

Donations received for a specific purpose have to be accounted for separately. These monies are categorised as “Restricted Funds”, as they cannot be used for another purpose without permission. We received a grant of £3,000 from the London Diocesan Fund towards the cost of hosting an intern under the Ministry Experience Scheme. This money was spent in full during 2024.

The PCC also holds restricted funds of £1,160 from Willesden Consolidated Charities, received in 2023, and is considering how to use this money.

### Financial Position

The “Movement In Funds” section shows that the parish had an overall surplus of £50,679 in 2024, a significant increase on the 2023 surplus of £19,593.

The detailed picture is slightly more involved. The General Fund was in deficit by £13,204, but the Hall Fund had a surplus of £64,484.

As in previous years, we moved some of the surplus from the Hall Fund to subsidise the deficit in the General Fund. The amount moved was £40,000. A further £601 was moved to Restricted Funds to cover the deficit of Ministry Experience Scheme costs after the grant from the London Diocesan Fund had been spent.

The final position for 2024 was the General Fund had a surplus of £26,796, and the Hall Fund had a surplus of £23,883.

### Fund Reconciliation

The second page of the financial statements is the fund reconciliation. Here, the balances brought forwards from 2023 are introduced, the receipts, payments, and transfers are accounted for, and the closing balances at the end of 2024 are calculated.

The surplus means that the mains funds were significantly higher at the end of 2024 than at the start.

Overall, the parish ended the year with £93,207 in cash funds, compared to £42,529 at the start. This was made up of £54,281 in the General Fund, £37,766 in the Hall Fund, and £1,160 in Restricted Funds. This is an excellent financial position for the Parish.

### Statement of Assets and Liabilities

The third page of the financial statements shows the position of the parish at the end of 2024, including the division of monies between the three bank accounts.

Notes:

- “Agency Funds” are parochial fees collected by the parish on behalf of the Diocese of London. These are not included in the receipts and payments account as they do not belong to the parish, and have to be passed on in full to the Diocese.
- The Church Hall and Hall Flat have not been formally revalued from the previous year, and it is likely that their values are above the figures stated.
- The PCC is looking to repay the outstanding loans shown in the liabilities section.

### Reserves Policy

It is PCC policy to build financial reserves of approximately six months’ unrestricted expenditure or £60,000, to cover emergency situations that may arrive from time to time.

The PCC policy is to invest reserves with the Church of England’s Central Board of Finance Deposit Fund, administered by CCLA Investment Management, and an account has been opened for this purpose.

The large surplus in 2024 meant that our reserves increased during the year and currently stand at approximately £92,000 of unrestricted funds.

Although the parish’s reserves are now significantly above the target figure, maintenance costs were particularly low in 2024 and are expected to rise in subsequent years. The PCC will be carefully monitoring the situation, and will also be considering if the parish’s ministry can now be developed and expanded.

### Financial Roles

Sandra St Louis Kandapah was appointed as treasurer in 2024 and will be continuing to serve in 2025.

Many thanks are due to Ron Bruno-Snelling, the previous treasurer, for all his hard work in laying the foundation for the excellent financial position that the parish is now in.

The PCC will be retaining David Miller as our accountant for 2025.

The Independent Examiner for 2025 must be appointed by the APCM. The PCC proposes the reappointment of David Miller for this role.

**Approval**

This annual report was approved by the PCC on 10 May 2025, and is signed on its behalf:

A handwritten signature in black ink, appearing to be 'Ron Bruno-Snelling', written in a cursive style.

Ron Bruno-Snelling

**Administrative Information**

All Souls Church is situated in Station Road, Harlesden, London, NW10 4UJ. It is part of the Willesden Area of the Diocese of London. The correspondence address is: The Vicarage, 3 Station Road, Harlesden, London, NW10 4UJ.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and a charity registered with Charity Commission.

**Governance and Management**

All Souls Church is governed, as are all churches of the Church of England, by the Church Representation Rules 2022, the Canons of the Church of England, and the Book of Common Prayer.

Members of the PCC are either ex-officio or elected at Annual Parochial Church Meeting in accordance with the Church Representative Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The members of the PCC are the trustees of the charity.

PCC members who served from 1 January 2024 until the date this report was approved are:

Incumbent:	Fr Adam Dobrzynski	Co-chair
Reader:	Mrs Vena Oglesby	Ex-officio
Wardens:	Mr Ron Bruno-Snelling Mr Lewis Evans	Vice-chair
Treasurer:	Mrs Sandra St Louis Kandapah	Ex-officio
Deanery Synod Representatives:	Ms Sharon Dunbar Mrs Margaret Oyemade	
PCC Secretary:	Ms Deborah St Louis	
Elected members:	Miss Lorna Anderson Ms Samantha Bruno Mrs Ingrid Bruno-Snelling Mr Clive Jones Ms Gillian Nickie Mrs Emelia Nortey Mrs May Roberts Ms Michelle Roberts Mr Hugh Smith Mr Gaius Umeh	(passed away 19 July 2024)

**Independent Examiner's Report**

**To The Parochial Church Council of The Ecclesiastical Parish of All Souls, Harlesden**

I report to the PCC on my examination of the accounts of the parish for the year ended 31 December 2024.

**Responsibilities and Basis of Report**

As the charity trustees of the parish, 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 parish's accounts carried out under section 145 of the Act. In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the parish as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



David Miller MEng ACGI  
6 Cypress House, Alders Close, London, W5 4JF  
10 May 2024

## All Souls Church, Harlesden

### Receipts and Payments Account

For the year ended 31 December 2024

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Receipts</b>					
Planned Giving	15,429	-	-	<b>15,429</b>	13,761
Regular Collections	28,333	-	-	<b>28,333</b>	25,061
Harvest Gift Day	765	-	-	<b>765</b>	-
Other Donations	2,248	-	-	<b>2,248</b>	125
Walsingham Pilgrimage	1,155	-	-	<b>1,155</b>	-
Dinner and Dance	1,990	-	-	<b>1,990</b>	-
Grants	-	-	3,000	<b>3,000</b>	1,160
Gift Aid	1,746	-	-	<b>1,746</b>	13,293
Parochial Fees	673	-	-	<b>673</b>	896
Room Hire	200	40,066	-	<b>40,266</b>	35,820
Hall Flat Rent	-	19,200	-	<b>19,200</b>	32,148
Utility Charges	-	20,324	-	<b>20,324</b>	9,830
Other Receipts	1,693	150	-	<b>1,843</b>	2,179
<b>Total Receipts</b>	<b>54,232</b>	<b>79,740</b>	<b>3,000</b>	<b>136,972</b>	<b>134,273</b>
<b>Payments</b>					
Common Fund	30,000	-	-	<b>30,000</b>	28,000
All Souls Ministry	12,149	-	3,601	<b>15,750</b>	8,361
Walsingham Pilgrimage	1,150	-	-	<b>1,150</b>	-
Utilities	12,884	9,296	-	<b>22,180</b>	21,905
Insurance	3,875	1,300	-	<b>5,175</b>	5,063
Maintenance	4,680	4,660	-	<b>9,340</b>	9,997
Major Works	-	-	-	-	38,905
Office Costs	1,799	-	-	<b>1,799</b>	1,856
Fundraising Costs	354	-	-	<b>354</b>	121
Fees and Charges	545	-	-	<b>545</b>	471
<b>Total Payments</b>	<b>67,436</b>	<b>15,256</b>	<b>3,601</b>	<b>86,293</b>	<b>114,678</b>
<b>Movement in Funds</b>					
Receipts Less Payments	(13,204)	64,484	(601)	<b>50,679</b>	19,594
Transfers Between Funds	40,000	(40,601)	601	<b>0</b>	0
<b>Surplus / (Deficit)</b>	<b>26,796</b>	<b>23,883</b>	<b>0</b>	<b>50,679</b>	<b>19,594</b>

## All Souls Church, Harlesden

### Receipts and Payments Account

For the year ended 31 December 2024

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	<b>Total 2024 £</b>	Total 2023 £
<b>Fund Reconciliation</b>					
Cash Funds as of 1 January	27,485	13,883	1,160	<b>42,528</b>	22,934
Total Receipts	54,232	79,740	3,000	<b>136,972</b>	134,273
Total Payments	(67,436)	(15,256)	(3,601)	<b>(86,293)</b>	(114,678)
Transfers Between Funds	40,000	(40,601)	601	<b>0</b>	0
<b>Cash Funds as of 31 December</b>	<b>54,281</b>	<b>37,766</b>	<b>1,160</b>	<b>93,207</b>	<b>42,529</b>

- Note 1 These financial statements have been prepared using the Receipts and Payments method in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011.
- Note 2 All figures are rounded to the nearest pound, which may cause minor discrepancies in row or column totals.
- Note 3 The “Unrestricted Funds” are the parish’s General Fund.
- Note 4 The “Unrestricted Designated Funds” are commonly known as the Hall Fund, which relates to the Church Hall and Hall Flat. Receipts and payments arising from these properties are accounted for separately, but can be reassigned at the discretion of the PCC.
- Note 5 The “Restricted Funds” are a grant from the London Diocesan Fund received in 2024 towards the costs of our intern, plus a grant from Willesden Consolidated Charities received in 2023.
- Note 6 The incumbent, an ex-officio PCC member / trustee, claimed ministry expenses amounting to £1,227 in 2024 (2023: £602). No expenses were claimed by any other PCC members / trustees in 2024. (2023: £nil).
- Note 7 During the year, the PCC engaged Draco Heating and Plumbing for various works with a total value of £4783. The incumbent’s brother, Mr Waldemar Dobrzynski, is a partner in this company. The PCC managed the conflict of interest and was satisfied that the engagements were in the best interests of the parish. At 31 December 2024, the PCC owed £812 to this company (31 December 2023: £nil).
- Note 8 There were no other payments (other than reimbursement of purchases made on behalf of the parish) to any PCC members / trustees, or related parties, in 2024. (2023: £nil).

**All Souls Church, Harlesden**

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**Statement of Assets and Liabilities**

As of 31 December 2024

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	Agency Funds £	Total £
<b>Cash In Bank</b>					
TSB Current Account	27,281	22,104	1,160	5,869	<b>56,414</b>
TSB Deposit Account	2,000	684	-	-	<b>2,684</b>
CCLA Deposit Account	25,000	14,978	-	-	<b>39,978</b>
<b>Total Cash In Bank</b>	<b>54,281</b>	<b>37,766</b>	<b>1,160</b>	<b>5,869</b>	<b>99,076</b>
<b>Other Monetary Assets</b>					
Gift Aid due (two years)	12,000	-	-	-	<b>12,000</b>
<b>Total Other Monetary Assets</b>	<b>12,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,000</b>
<b>Fixed Assets</b>					
Church Hall	-	465,000	-	-	<b>465,000</b>
Church Hall Flat	-	220,000	-	-	<b>220,000</b>
<b>Total Fixed Assets</b>	<b>0</b>	<b>685,000</b>	<b>0</b>	<b>0</b>	<b>685,000</b>
<b>Liabilities</b>					
Sundry creditors	138	812	-	-	<b>950</b>
Diocesan fees	-	-	-	5,869	<b>5,869</b>
Church Hub loan	66	-	-	-	<b>66</b>
Car Park loan	-	3,600	-	-	<b>3,600</b>
<b>Total Liabilities</b>	<b>204</b>	<b>3,600</b>	<b>0</b>	<b>5,859</b>	<b>10,485</b>

**Approval**

These financial statements were approved by the PCC on 10 May 2024, and are signed on its behalf:



Rev Adam Dobrzynski  
Vicar

## All Souls Church, Harlesden

### Detailed Breakdown of Receipts

For the year ended 31 December 2024

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Donations</b>					
Standing Orders	8,025	-	-	8,025	7,787
Parish Giving Scheme	7,404	-	-	7,404	5,974
Regular Collections	28,333	-	-	28,333	25,061
Harvest Gift Day	765	-	-	765	-
Other Donations	2,248	-	-	2,248	125
Grants	-	-	3,000	3,000	1,160
Gift Aid	1,746	-	-	1,746	13,293
<b>Total Donations</b>	48,521	-	3,000	51,521	53,400
<b>Church Activities</b>					
Parochial Fees	673	-	-	673	896
Dinner and Dance	1,990	-	-	1,990	-
Walsingham Pilgrimage	1,155	-	-	1,155	-
<b>Total Church Activities</b>	3,818	-	-	3,818	896
<b>Lettings</b>					
Room Hire (regular)	-	38,328	-	38,328	35,520
Room Hire (other)	200	1,738	-	1,938	300
Hall Flat	-	19,200	-	19,200	32,148
<b>Total Lettings</b>	200	59,266	-	59,466	67,968
<b>Utility Receipts</b>					
Hall Utilities	-	20,324	-	20,324	9,830
<b>Total Utility Receipts</b>	-	20,324	-	20,324	9,830
<b>Other Receipts</b>					
London Diocesan Fund	-	-	-	-	1,118
Amazon Smile	-	-	-	-	28
Interest	1,693	-	-	1,693	883
Parking	-	150	-	150	150
<b>Total Other Receipts</b>	1,693	150	-	1,843	2,179
<b>TOTAL RECEIPTS</b>	54,232	79,740	3,000	136,972	134,273

## All Souls Church, Harlesden

### Detailed Breakdown of Payments

For the year ended 31 December 2024

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	<b>Total 2024 £</b>	Total 2023 £
<b>Church Activities</b>					
Common Fund	30,000	-	-	<b>30,000</b>	28,000
Music	6,331	-	-	<b>6,331</b>	5,825
Visiting Clergy	50	-	-	<b>50</b>	386
Intern	-	-	3,601	<b>3,601</b>	-
Church Supplies	3,133	-	-	<b>3,133</b>	345
Resources	379	-	-	<b>379</b>	444
Catering	1,028	-	-	<b>1,028</b>	698
Walsingham Pilgrimage	1,150	-	-	<b>1,150</b>	-
Clergy Expenses	1,227	-	-	<b>1,227</b>	602
Other Costs	-	-	-	-	61
<b>Total Church Activities</b>	<b>43,299</b>	<b>-</b>	<b>3,601</b>	<b>46,900</b>	<b>36,361</b>
<b>Overheads</b>					
Electricity	4,934	5,694	-	<b>10,629</b>	12,233
Gas	7,608	1,192	-	<b>8,800</b>	7,409
Water	342	2,410	-	<b>2,751</b>	2,262
Insurance	3,875	1,300	-	<b>5,175</b>	5,063
Caretaking	-	-	-	-	18
General Maintenance	4,325	4,660	-	<b>8,986</b>	9,694
Major Works	-	-	-	-	38,905
Piano & Organ	355	-	-	<b>355</b>	285
Office Costs	1,799	-	-	<b>1,799</b>	1,856
Fundraising Supplies	354	-	-	<b>354</b>	121
Fees and Charges	545	-	-	<b>545</b>	471
<b>Total Overheads</b>	<b>24,137</b>	<b>15,256</b>	<b>-</b>	<b>39,393</b>	<b>78,317</b>
<b>TOTAL PAYMENTS</b>	<b>67,436</b>	<b>15,256</b>	<b>3,601</b>	<b>86,293</b>	<b>114,678</b>

**THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN**

England & Wales - Charity number 1131170

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# Accounts

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**Charity number: 1131170**

**The Ecclesiastical Parish  
of  
All Souls', Harlesden**

**Annual Report and Financial Statements**

**For the year ended 31 December 2023**

Prepared by:

Quantum Services (London) Limited  
Cypress House, Alders Close, London, W5 4JF

*Accountants and Consultants to the Charity Sector*

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16. Detailed Breakdown of Payments

**Charity Information**

<b>Charity Name</b>	The Ecclesiastical Parish of All Souls', Harlesden
<b>Principal Address</b>	All Souls' Church Station Road London NW10 4UJ
<b>Website</b>	<a href="http://www.allsoulsharlesden.com">www.allsoulsharlesden.com</a>
<b>Charity Number</b>	1131170
<b>Date of Registration</b>	18 August 2009
<b>Legal Status</b>	Parochial Church Council
<b>Financial Year End</b>	31 December
<b>Bankers</b>	TSB Bank plc Henry Duncan House 120 George Street Edinburgh EH2 4LH  CCLA Investment Management Ltd Senator House 85 Queen Victoria Street London EC4V 4ET

**Annual Report of the Parochial Church Council**

For the year ended 31 December 2023

**Introduction**

In their capacity as trustees of the registered charity, the PCC members present the annual report and financial statements of All Souls' Church, Harlesden, from 1 January 2023 to 31 December 2023.

**Aims and Purposes**

All Souls' Parochial Church Council is responsible for co-operating with the incumbent, Fr Adam Dobrzynski, in promoting the whole mission of the church – pastoral, evangelistic, social and ecumenical – within the ecclesiastical parish.

The PCC also has maintenance responsibilities for the Church Hall and the Hall Flat at 1 Station Road, Harlesden, London, NW10 4UJ.

**Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at All Souls'. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. We also look to give away part of our income to other charitable organisations that seek to advance the Christian faith or relieve poverty.

We seek to enable ordinary people to live out their faith through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Provision of life-cycle events: baptisms, confirmations, marriages, funerals.
- Provision of facilities for the community, including our Portuguese-speaking fellowship.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

**Electoral Roll**

The Electoral Roll at the end of the year stood at 133. Of these 84 were resident within the parish boundaries and 49 were non-resident.

**Church Attendance**

The average weekly attendance, counted during October 2023, was 75. Normally this number increases at festivals and on special occasions. The average weekly attendance has

grown slightly since 2022, and it is hoped the detrimental impact of the Covid-19 pandemic is lessening.

### **Review of the Year**

The PCC met four times in 2023 with an average level of attendance of 70%.

Here is a summary of the major agenda items:

- Appointment of Officers of the PCC.
- Building needs.
- Financial Reports, Approval of Accounts and meeting with Independent Examiner.
- Approval of Annual Report.
- Appointment of Safeguarding Officer and Children's Champion and revisiting of Safeguarding and Children's Policy and development of Action Plan.
- Offer for Common Fund for 2024.
- Review of Fire, Health and Safety, Risk Assessments.
- John Keble School.
- Digital Giving.
- Building Fund – Proposed request of finance to assist with building works.

### **Public Benefit Statement**

In planning the affairs of the charity, the trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, and the supplementary guidance on charities for the advancement of religion.

### **Safeguarding Report**

The Safeguarding Team continued its programme of meetings, ensuring the PCC was kept abreast of developments in the care and well-being of our community, and the requirements made of our officers in light of developments in the field of safeguarding.

The team continues to encourage PCC members to complete basic safeguarding training online. We also keep a watching brief on those who are DBS checked, and those who are developing roles that may require self-disclosures or to be cleared through the DBS system.

We are in the process of recruiting a Vulnerable Adults Champion to complete the team.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Our Safeguarding Policy is published on the church website.

### **Deanery Synod**

Two members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church of England.

**Vicar's Report – Fr Adam Dobrzynski**

It was a great privilege to be appointed as the new vicar of All Souls' church, especially as the parish had been without a vicar for a long time, and the covid-19 pandemic had been challenging for the church family.

This new stage in our shared mission began on 2 February 2023, with my induction by the Bishop of Willesden. I did not come to you from far away, but my path to you was long. After the experience of being a monk and a priest within the Roman Catholic Church (the Order of Preachers, also known as the Dominican Order) in the years 2002 to 2010, and later a period of secular life, in September 2019, a license was granted to me to serve as a priest in the Church of England. I first ministered at St Peter's Church in Ealing.

Moving to Harlesden and serving as your Vicar has been marked by God's incredible blessing for me from the very beginning. And I can see this blessing in my life and the life of All Souls to this day. God is constant and faithful in His choices, and His blessing is limited only by our ability to receive it. So, before we come to the practical aspects of parish life in the Annual Parochial Church Report, let us thank God for the spiritual life of our community, so that we may bring glory to God our Father through our Lord Jesus Christ.

The Chair's report is an opportunity to say thank you to several people publicly. So, I would like to begin my report by offering my thanks to a number of people without whom this parish would not function. As we have worked our way through the last year, many of you have stepped up to the plate and given your support and time:

- Firstly, let me thank our churchwardens. I have many times before. A church can operate without a vicar, but it cannot operate without churchwardens, so thank you to Lewis and Ron. Without them my ministry would have been very difficult to manage. They have worked hard to keep us (and me) organised.
- Thank you too to Ron and Sandra, our new Treasurer, for taking care of our finances. You are an absolute gold mine and gem in our lives.
- Thank you to Faith, Theo, Richelle, Wendy and other people involved in the education and care of our children. You, together with our children, are the hope for the bright future of our church family.
- Thank you to Christie, who does a huge amount behind the scenes.
- Thanks to Lorna, Joan and Clive for keeping our church clean and tidy. People often tell me how beautiful our church looks, which is largely thanks to you.
- Thank you to our PCC members, Safeguarding Team, our servers, welcomers, choir members, especially Anton our Director of Music and organist, and our flower arrangers.

The list is wonderfully huge!

Within any church community, there is a variety of gifts and talents. Every gift is needed to carry out the mission of Jesus. Each gift comes from God. Every one of us is called to follow Jesus. Each of us responds to the call by sharing our gifts for the sake of building up the Church. Our Church operates through PCC meetings and seven committees (Buildings and Grounds Committee, Finance and Stewardship Committee, Mission and Pastoral Committee, Children, Youth and Family Committee, Parish Event Committee, Eco Church Committee, Media and Promotion Committee) that meet between full meetings of the PCC. Thank you to everyone who has offered to serve our church family by participating in our committees.

We are the church, the body of Christ in this parish, and we are fulfilling the mission charge Jesus gave us, to share God's love with the world.

We are doing this primarily through pray. If what we do is not grounded in prayer and bible, what we do it just becomes play acting or social work. In prayer we should ask 'what is it we are here for?' Knowing that helps us understand where we should aim to go and how we might get there. It is about our place in God's plan of salvation and our participation in building the Kingdom of God.

Last year we managed to implement many plans: a new kitchen in Church Hall, a new boiler which proved its worth during last winter, new lighting in Church Hall and many other small repairs that are not always visible, but necessary to make you feel good and safe in our church. We have also started the process of repairing the Northern Wall of the Church. We have been allocated £30,000 from the Church Fund for this purpose. The cost of repairs will be more than this amount, but your continued generosity allows us to look to the future with hope. And we hope that with your constant support, our church will change and become more beautiful with each passing year. Our big project for next year is to renovate the Church Hall inside and refurbish the toilets. We have already started collecting funds for this purpose from our charity campaigns, but we must be prepared that the cost will be significant. My dream is also to start live-streaming our Sunday Mass. This is especially important for long-time members of our church family who remain at home or in other places due to illness or mobility problems, and for whom it is impossible to be with us in person for liturgy.

So, thank you for your generosity. Without your support, we would not be able to achieve anything and take care of our people, our beautiful church and the Church Hall we need so much.

I also thank each of you for the gift of time you have generously given to our church family. We are all poor these days. I still don't know why when the event of technology was supposed to make life easier and to free up more time for family and ourselves. We can pay all the money we have into the church funds but without our personal ministry and commitment to Jesus it is pointless. Our time is needed for prayer, study and worship, as well as fulfilling the tasks that make this boat float.

I also want to thank each of you for your testimony of faith. It is a joy for the vicar to see how God works in our church family. Let us pray one for another. Let us support each other on the path of faith. And God will take care of the rest. Jesus said, "Did I not tell you that if you believed you would see the glory of God?" (John 11:40). Believe and that glory will be seen here.

### **Report on Fabric and Ornaments**

Our churchwardens are responsible for the fabric and contents of the church. It is a big responsibility and we all want to assist them in their task. Thank you to those who clean the church on a voluntary basis. Thanks to those who help to keep the church attractive and clean outside and inside. We are very blessed in our volunteers.

The following matters were dealt with:

- The church boiler was replaced.

- The hall kitchen was refurbished.
- The fire alarm has been tested every week, and a trial evacuation of the premises has taken place.
- The security alarms, internal and external, have been serviced.
- Additional sound equipment was purchased.
- The church office was redecorated.
- Numerous other minor maintenance tasks were completed.

## **Financial Report – Ron Bruno-Snelling**

### Introduction

In 2023, we continued with the engagement of David Miller (through his company Quantum Services) as our accountant. David was introduced to us by the Diocese of London and has many years' experience in charity finances. David also served as our Independent Examiner for 2023, which is permitted as he is not involved in the day-to-day administration of the parish.

### Receipts and Payments Account

The first page of the financial statements is a summary of the receipts (income) and payments (expenditure) during the year. More detailed breakdowns of the receipts and payments can be found later in this document.

The first three columns are for the three categories of cash funds belonging to the parish. We have just one fund in each category:

- Unrestricted Funds – the General Fund
- Unrestricted Designated Funds – the Hall Fund
- Restricted Funds – monies received for specific purposes

The next column, shown in bold due to its importance, is the total of the three previous columns, giving the overall receipts and payments figures for 2023.

The final column contains the figures for 2022 (the previous year) for comparison.

### Unrestricted Funds – the General Fund

This fund represents our tithes, collections and fundraising for the church itself, as well as the general costs incurred in running the parish, other than the Church Hall and Hall Flat. These monies are categorised as “Unrestricted Funds”, as they can be used for any purpose consistent with our charitable objectives.

In terms of funds received:

- Overall, general fund receipts in 2023 were about £11,000 higher than in the previous year. This was primarily due to receiving two years' worth of Gift Aid tax repayments. Actual donations to the parish were approximately the same as the previous year.

Concerning payments:

- We negotiated a significantly lower Parish Share payment to the Diocese than in the previous year.
- We had significant expenditure (listed under major works) due to the need to replace the church boiler.
- General maintenance expenditure increased in 2023 as the incumbent vicar began to undertake works outstanding from previous years, when the Church was without a vicar.
- The PCC was not able to make any charitable donations in 2023, but we hope to be able to do so in 2024.
- Energy costs continued to be high in early 2023 but began to fall in the later part of the year.

### Unrestricted Designated Funds – the Hall Fund

The PCC has chosen to separately account for receipts and payments relating to the Church Hall and Hall Flat, and this is commonly known as the Hall Fund. These monies are categorised as “Unrestricted Designated Funds”, as they have been labelled for a particular purpose, but can be used elsewhere at the discretion of the PCC.

In terms of funds received:

- Church Hall rental receipts were slightly increased compared to 2023. The majority of this income is from the nursery and the Romanian church.
- Hall Flat rental receipts increased significantly in 2023 following the resolution of an issue with the letting agent that caused a significant delay to our receipt rent payments. Rental income is now paid directly into the church bank account from the tenant on a monthly basis.

Concerning payments:

- We had significant expenditure (listed under major works) from the refurbishment of the hall kitchen.
- Energy costs continued to be high in early 2023 but began to fall in the later part of the year.

### Restricted Funds

Donations received for a specific purpose have to be accounted for separately. These monies are categorised as “Restricted Funds”, as they cannot be used for another purpose without permission. We received £1,160 from Willesden Consolidated Charities for “the benefit of deserving and necessitous inhabitants of Willesden”. The PCC is considering how best to use this money.

### Financial Position

The "Movement In Funds" section shows that the parish had an overall surplus of £19,594 in 2023, compared to a deficit of £7,741 in 2022.

The detailed picture is slightly more involved. The General Fund was in deficit by £23,904, the Hall Fund had a surplus of £42,338, and restricted funds had a surplus of £1,160.

As in previous years, we moved some of the surplus from the Hall Fund to subsidise the deficit in the General Fund. The amount moved was £35,000.

The final position for 2023 was the General Fund had a surplus of £11,096, and the Hall Fund had a surplus of £7,338.

### Fund Reconciliation

The second page of the financial statements is the fund reconciliation. Here, the balances brought forwards from 2022 are introduced, the receipts, payments, and transfer are accounted for, and the closing balances at the end of 2023 are calculated.

The surplus means that all funds were higher at the end of 2023 than at the start.

Overall, the parish ended the year with £42,529 in cash funds, compared to £22,934 at the start. This was made up of £27,485 in the General Fund, £13,883 in the Hall Fund, and £1,160 in restricted funds.

### Statement of Assets and Liabilities

The third page of the financial statements shows the position of the parish at the end of 2023, including the division of monies between the three bank accounts.

Notes:

- "Agency Funds" are parochial fees collected by the parish on behalf of the Diocese of London. These are not included in the receipts and payments account as they do not belong to the parish, and have to be passed on in full to the Diocese.
- The Church Hall and Hall Flat have not been formally revalued from the previous year, and it is likely that their values are above the figures stated.
- The PCC is looking to repay the outstanding loans shown in the liabilities section.

### Reserves Policy

It is PCC policy to build financial reserves of approximately six months' unrestricted expenditure or £60,000, to cover emergency situations that may arrive from time to time.

The PCC policy is to invest reserves with the Church of England's Central Board of Finance Deposit Fund, administered by CCLA Investment Management, and an account has been opened for this purpose.

The surplus in 2023 meant that our reserves increased during the year.

The PCC is aware that the reserves still remain significantly below the target figure, and will be seeking to address this in the coming years.

Financial Roles

Ron Bruno-Snelling continued to serve as Treasurer for 2023 but will be standing down in 2024 and will be replaced by Sandra St Louis-Kandapah.

The PCC will be retaining David Miller as our accountant for 2024.

The Independent Examiner for 2024 must be appointed by the APCM. The PCC proposes the reappointment of David Miller for this role.

**Approval**

This annual report was approved by the PCC on 11 May 2024, and is signed on its behalf:

A handwritten signature in black ink, appearing to be 'Ron Bruno-Snelling', written in a cursive style.

Ron Bruno-Snelling

**Administrative Information**

All Souls' Church is situated in Station Road, Harlesden, London, NW10 4UJ. It is part of the Willesden Area of the Diocese of London. The correspondence address is: The Vicarage, 3 Station Road, Harlesden, London, NW10 4UJ.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and a charity registered with Charity Commission.

**Governance and Management**

All Souls' Church is governed, as are all churches of the Church of England, by the Church Representation Rules 2022, the Canons of the Church of England, and the Book of Common Prayer.

Members of the PCC are either ex-officio or elected at Annual Parochial Church Meeting in accordance with the Church Representative Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The members of the PCC are the trustees of the charity.

PCC members who served from 1 January 2023 until the date this report was approved are:

Incumbent:	Fr Adam Dobrzynski	Co-chair – appointed 2 February 2023
Reader:	Mrs Vena Oglesby	Ex-officio
Wardens:	Mr Ron Bruno-Snelling Mr Lewis Evans	Treasurer 2023 – ex-officio Vice-chair
Deanery Synod Representatives:	Ms Sharon Dunbar Mrs Margaret Oyemade	
Elected members:	Miss Lorna Anderson Ms Samantha Bruno Mrs Ingrid Bruno-Snelling Mr Clive Jones Ms Gillian Nickie Mrs Emelia Nortey Mrs May Roberts Ms Michelle Roberts Mr Hugh Smith Ms Deborah St Louis Mrs Sandra St Louis-Kandapah Mr Gaius Umeh Mrs Wendi Webber	Secretary

**Independent Examiner's Report**

**To The Parochial Church Council of The Ecclesiastical Parish of All Souls', Harlesden**

I report to the PCC on my examination of the accounts of the parish for the year ended 31 December 2023.

**Responsibilities and Basis of Report**

As the charity trustees of the parish, 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 parish's accounts carried out under section 145 of the Act. In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the parish as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



David Miller MEng ACGI  
6 Cypress House, Alders Close, London, W5 4JF  
11 May 2024

## All Souls' Church, Harlesden

### Receipts and Payments Account

For the year ended 31 December 2023

	Unrestricted Funds £	Unrestricted Designated Funds £	Restrict ed Funds £	<b>Total 2023 £</b>	Total 2022 £
<b>Receipts</b>					
Planned Giving	13,761	-	-	<b>13,761</b>	13,591
Regular Collections	25,061	-	-	<b>25,061</b>	26,384
Harvest Gift Day	-	-	-	-	-
Other Donations	125	-	-	<b>125</b>	1,255
Grants	-	-	1,160	<b>1,160</b>	-
Gift Aid	13,293	-	-	<b>13,293</b>	1,424
Parochial Fees	896	-	-	<b>896</b>	749
Room Hire	-	35,820	-	<b>35,820</b>	33,970
Hall Flat Rent	-	32,148	-	<b>32,148</b>	4,800
Utility Charges	-	9,830	-	<b>9,830</b>	7,202
Other Receipts	2,029	150	-	<b>2,179</b>	2,105
<b>Total Receipts</b>	<b>55,165</b>	<b>77,948</b>	<b>1,160</b>	<b>134,273</b>	<b>91,480</b>
<b>Payments</b>					
Common Fund	28,000	-	-	<b>28,000</b>	52,000
All Souls' Ministry	8,361	-	-	<b>8,361</b>	10,005
Charitable Giving	-	-	-	-	-
Utilities	8,565	13,339	-	<b>21,905</b>	23,672
Insurance	3,815	1,248	-	<b>5,063</b>	4,902
Caretaking	18	-	-	<b>18</b>	70
Maintenance	8,956	1,023	-	<b>9,979</b>	6,079
Major Works	18,905	20,000	-	<b>38,905</b>	-
Office Costs	1,856	-	-	<b>1,856</b>	920
Recruitment	-	-	-	-	130
Fundraising Costs	121	-	-	<b>121</b>	127
Fees and Charges	471	-	-	<b>471</b>	1,316
<b>Total Payments</b>	<b>79,069</b>	<b>35,610</b>	<b>0</b>	<b>114,678</b>	<b>99,221</b>
<b>Movement in Funds</b>					
Receipts Less Payments	(23,904)	42,338	1,160	<b>19,594</b>	(7,741)
Transfers Between Funds	35,000	(35,000)	0	<b>0</b>	0
<b>Surplus / (Deficit)</b>	<b>11,096</b>	<b>7,338</b>	<b>1,160</b>	<b>19,594</b>	<b>(7,741)</b>

## All Souls' Church, Harlesden

### Receipts and Payments Account

For the year ended 31 December 2023

	Unrestricted Funds £	Unrestricted Designated Funds £	Restrict ed Funds £	Total 2023 £	Total 2022 £
<b>Fund Reconciliation</b>					
Cash Funds as of 1 January	16,389	6,545	0	<b>22,934</b>	30,676
Total Receipts	55,165	77,948	1,160	<b>134,273</b>	91,480
Total Payments	(79,069)	(35,610)	0	<b>(114,678)</b>	(99,221)
Rounding adjustment	0	0	0	<b>0</b>	(1)
Transfers Between Funds	35,000	(35,000)	0	<b>0</b>	0
<b>Cash Funds as of 31 December</b>	<b>27,485</b>	<b>13,883</b>	<b>1,160</b>	<b>42,529</b>	<b>22,934</b>

- Note 1 These financial statements have been prepared using the Receipts and Payments method in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011.
- Note 2 The "Unrestricted Funds" are the parish's General Fund.
- Note 3 The "Unrestricted Designated Funds" are commonly known as the Hall Fund, which relates to the Church Hall and Hall Flat. Receipts and payments arising from these properties are accounted for separately, but can be reassigned at the discretion of the PCC.
- Note 4 The "Restricted Funds" are monies received for "the benefit of deserving and necessitous inhabitants of Willesden".
- Note 5 The parish does not have any endowment funds.
- Note 6 The incumbent, an ex-officio PCC member / trustee, claimed ministry expenses amounting to £602 in 2023 (2022: £nil). No expenses were claimed by any other PCC members / trustees in 2023. (2022: £nil).
- Note 7 During the year, the PCC engaged Draco Heating and Plumbing for various works with a total value of £20,961. The incumbent's brother, Mr Waldemar Dobrzynski, is a partner in this company. The PCC managed the conflict of interest and was satisfied that the engagements were in the best interests of the parish. At 31 December 2023, there were no amounts outstanding between the PCC and this company. (2022: £nil).
- Note 8 There were no other payments (other than reimbursement of purchases made on behalf of the parish) to any PCC members / trustees, or related parties, in 2023. (2022: £nil).

## All Souls' Church, Harlesden

### Statement of Assets and Liabilities

As of 31 December 2023

	Unrestricted Funds £	Unrestricted Designated Funds £	Restrict ed Funds £	Agency Funds £	Total £
<b>Cash In Bank</b>					
TSB Current Account	6,450	3,000	1,160	4,540	<b>15,150</b>
TSB Deposit Account	-	600	-	-	<b>600</b>
CCLA Deposit Account	21,035	10,283	-	-	<b>31,318</b>
<b>Total Cash In Bank</b>	<b>27,485</b>	<b>13,883</b>	<b>1,160</b>	<b>4,540</b>	<b>47,068</b>
<b>Other Monetary Assets</b>					
Hall flat rent owing	-	-	-	-	-
Gift Aid due	6,000	-	-	-	<b>6,000</b>
<b>Total Other Monetary Assets</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>
<b>Fixed Assets</b>					
Church Hall	-	465,000	-	-	<b>465,000</b>
Church Hall Flat	-	220,000	-	-	<b>220,000</b>
<b>Total Fixed Assets</b>	<b>0</b>	<b>685,000</b>	<b>0</b>	<b>0</b>	<b>685,000</b>
<b>Liabilities</b>					
Diocesan fees	-	-	-	4,540	<b>4,540</b>
Church Hub loan	66	-	-	-	<b>66</b>
Car Park loan	-	3,600	-	-	<b>3,600</b>
<b>Total Liabilities</b>	<b>66</b>	<b>3,600</b>	<b>0</b>	<b>4,540</b>	<b>8,206</b>

### Approval

These financial statements were approved by the PCC on 11 May 2024, and are signed on its behalf:



Ron Bruno-Snelling  
Treasurer

## All Souls' Church, Harlesden

### Detailed Breakdown of Receipts

For the year ended 31 December 2023

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	<b>Total 2023 £</b>	Total 2022 £
<b>Donations</b>					
Standing Orders	7,787	-	-	<b>7,787</b>	7,896
Parish Giving Scheme	5,974	-	-	<b>5,974</b>	5,695
Regular Collections	25,061	-	-	<b>25,061</b>	26,384
Harvest Gift Day	-	-	-	-	-
Other Donations	125	-	-	<b>125</b>	1,255
Grants	-	-	1,160	<b>1,160</b>	-
Gift Aid	13,293	-	-	<b>13,293</b>	1,424
<b>Total Donations</b>	<b>52,240</b>	<b>-</b>	<b>1,160</b>	<b>53,400</b>	<b>42,654</b>
<b>Church Activities</b>					
Parochial Fees	896	-	-	<b>896</b>	749
<b>Total Church Activities</b>	<b>896</b>	<b>-</b>	<b>-</b>	<b>896</b>	<b>749</b>
<b>Lettings</b>					
Room Hire (regular)	-	35,520	-	<b>35,520</b>	33,020
Room Hire (other)	-	300	-	<b>300</b>	950
Hall Flat	-	32,148	-	<b>32,148</b>	4,800
<b>Total Lettings</b>	<b>-</b>	<b>67,968</b>	<b>-</b>	<b>67,968</b>	<b>38,770</b>
<b>Utility Receipts</b>					
Hall Utilities	-	9,830	-	<b>9,830</b>	7,202
<b>Total Utility Receipts</b>	<b>-</b>	<b>9,830</b>	<b>-</b>	<b>9,830</b>	<b>7,202</b>
<b>Other Receipts</b>					
Transport for London	-	-	-	-	932
London Diocesan Fund	1,118	-	-	<b>1,118</b>	-
Amazon Smile	28	-	-	<b>28</b>	10
Interest	883	-	-	<b>883</b>	308
Parking	-	150	-	<b>150</b>	854
<b>Total Other Receipts</b>	<b>2,029</b>	<b>150</b>	<b>-</b>	<b>2,179</b>	<b>2,105</b>
<b>TOTAL RECEIPTS</b>	<b>55,165</b>	<b>77,948</b>	<b>1,160</b>	<b>134,273</b>	<b>91,480</b>

## All Souls' Church, Harlesden

### Detailed Breakdown of Payments

For the year ended 31 December 2023

	Unrestricted Funds £	Unrestricted Designated Funds £	Restrict ed Funds £	Total 2023 £	Total 2022 £
<b>Church Activities</b>					
Common Fund	28,000	-	-	<b>28,000</b>	52,000
Music	5,825	-	-	<b>5,825</b>	6,432
Visiting Clergy	386	-	-	<b>386</b>	3,016
Church Supplies	345	-	-	<b>345</b>	189
Resources	444	-	-	<b>444</b>	-
Catering	698	-	-	<b>698</b>	368
Clergy Expenses	602	-	-	<b>602</b>	-
Other costs	61	-	-	<b>61</b>	-
<b>Total Church Activities</b>	<b>36,361</b>	<b>-</b>	<b>-</b>	<b>36,361</b>	<b>62,005</b>
<b>Charitable Giving</b>					
LDF – ALMA	-	-	-	-	-
Church Urban Fund	-	-	-	-	-
Schools Levy	-	-	-	-	-
Other Giving	-	-	-	-	-
<b>Total Charitable Giving</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Overheads</b>					
Electricity	5,757	6,477	-	<b>12,233</b>	10,970
Gas	2,506	4,903	-	<b>7,409</b>	10,763
Water	302	1,960	-	<b>2,262</b>	1,939
Insurance	3,815	1,248	-	<b>5,063</b>	4,902
Caretaking	18	-	-	<b>18</b>	70
General Maintenance	8,672	1,023	-	<b>9,694</b>	5,269
Major Works	18,905	20,000	-	<b>38,905</b>	-
Window / Door Repairs	-	-	-	-	810
Organ Maintenance	285	-	-	<b>285</b>	-
Office	1,856	-	-	<b>1,856</b>	920
Recruitment	-	-	-	-	130
Fundraising	121	-	-	<b>121</b>	127
Fees and Charges	471	-	-	<b>471</b>	1,316
<b>Total Overheads</b>	<b>42,708</b>	<b>35,610</b>	<b>-</b>	<b>78,317</b>	<b>37,216</b>
<b>TOTAL PAYMENTS</b>	<b>79,069</b>	<b>35,610</b>	<b>-</b>	<b>114,678</b>	<b>99,221</b>

**THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN**

England & Wales - Charity number 1131170

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# Accounts

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# **THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN**

Charity Commission Registration Number: 1131170

## **Annual Report of the Parochial Church Council for the year ended 31 December 2022**

### **Administrative Information**

All Souls Church is situated in Station Road, Harlesden, London NW10 4UJ. It is part of the Willesden Area of the Diocese of London. The correspondence address is: The Vicarage, 3 Station Road, Harlesden, London NW10 4UJ.

The Parochial Church Council (PCC) is a registered charity. Charity Commission Registration Number: 1131170.

PCC members who have served 1 January until the date this report was approved are:

Incumbent: Fr Adam Dobrzynski (Chair)  
Reader: Mrs Vena Oglesby  
Wardens: Ron Bruno-Snelling (Treasurer - Ex-officio)  
Mr Lewis Evans (Vice-chair)  
Representatives Ms Sharon Dunbar  
on Deanery Synod: Mrs Margaret Oyemade  
Elected members: Mrs May Roberts  
Ms Deborah St Louis (Secretary)  
Mr Hugh Smith  
Ms Samantha Bruno  
Mrs Emelia Nortey  
Mr Gaius Umeh  
Mrs Ingrid Bruno Snelling  
Ms Clare Thomson  
Ms Gillian Nickie  
Lorna Anderson  
Mr Clive Jones  
Sandra St Louis-Kandapah

### **Structure, Governance and Management**

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

### **Objectives and Activities**

All Souls PCC has the responsibility of co-operating with the incumbent, Fr Adam Dobrzynski, in promoting in the ecclesiastical parish the whole mission of

the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church hall and the Hall Flat at 1 Station Road, London NW10 4UJ.

## **Safeguarding.**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Our Safeguarding Policy is published on the Church website.

## **Achievements and Performance Church Attendance**

The Electoral roll for May 2023 stands at 240?? Similar to that in 2021. Of these 60?? are resident within the parish boundaries and 180?? are non- resident. The average weekly attendance, counted during October 2022, was ?? (not including Harvest Sunday.) Normally this number increased at festivals and on special occasions but church attendance continues to be impacted on by the affects of Covid 19, although things are now showing signs of returning to normal (Pre Covid) activity levels.

## **Review of the year.**

The PCC met four times in 2022?? with an average level of attendance of 62%??. Here is a summary of the major agenda items.

- Fr Adam Dobrzynski investiture, following Fr Michael's retirement in October 2021 following many years of loyal dedicated service to All Souls and his parish.
- Appointment of Officers of the PCC.
- Building needs, including installation new Stained Glass windows, issues with the front gate by the Car Park area and issues with the existing boiler system.
- Financial Reports, Approval of Accounts and meeting with External Examiner. Approval of Annual Report.
- Appointment of Safeguarding Officer and Children's Champion and revisiting of Safeguarding and Children's Policy and development of Action Plan.
- Offer for Common Fund for 2023.
- Review of Fire, Health and Safety, Risk Assessments.
- John Keble School.
- Digital Giving
- Building Fund - Proposed request of finance to assist with building works.

## **Report on Fabric and Ornaments 2022/2023.**

Our churchwardens are responsible for the fabric and contents of the church. It is a big responsibility and we all want to assist them in their task. Thank you to those who clean the church on a voluntary basis. Thanks to those who help to keep the church attractive and clean outside and inside. We are very blessed in our volunteers.

The following matters were dealt with:

- The church, hall and hall roofs have been inspected, cleared of debris including gutters and gulleys twice in the year. A report is also made on the state of the roof.
- The lightning conductor has been tested.
- Fire extinguishers have been checked and replaced where necessary. The fire alarm system has been serviced. They are tested every week and a trial evacuation of the premises has taken place.
- The security alarms, internal and external, have been tested
- The hall and hub boilers have been serviced and repaired when necessary. However, we are encountering difficulties with the Church boiler system which may require and change to our existing service supplier.
- The gardens and backyard are cleaned of rubbish. The gardens and grass are well maintained.

## **The Financial Report - Year Ending 31 December 2022**

### **Introduction:**

Report prepared and produced by David Miller of Quantum Services (London) Ltd. This is the second year that David has prepared and produced the Church Accounts following his successful completion of the 2021 accounts where he introduced new accounting software, which provides for a much-improved user experience.

The latest accounts (2022) continue to be well laid out, clear and easy to follow.

The charge for David's service (as Accountant) is TBC and this will include the final sign off of the accounts by an Independent Examiner which David can and will complete. This is because he is not directly involved in our Church (other than the preparation of the annual accounts) and he is therefore allowed to provide independent sign off and we are grateful for his support here.

The PCC formally approved the appointment of David as Church Accountant and Independent Examiner in 2022 until further notice.

### **The Report:**

The first page of the report is a summary of the receipts (income) during the year and the payments (expenditure). More detail on these can be found later in this report. There are 3 funds involved and these are in the first 3 columns: **Unrestricted Funds** (commonly known as the Church General Fund); the **Unrestricted Designated Fund** (commonly called the Hall and Hall Flat Fund) and finally, the **Restricted Funds** (the Fund for Charity Donations and Fee payments to the Diocese). The final column is a 'Total' of all the previous columns.

The accounts continue to be presented in the new format that was introduced by David for the 2021 year-end accounts.

The first fund represents our Tithes, Collections and Fundraising for the Church itself as well as the costs for running the parish

Overall receipts remain strong especially when we factor in the continued impact of the COVID pandemic on congregation numbers, although numbers are now starting to increase once again.

- € Income from planned giving is only very slightly down. This is a credit to the congregation and their commitment to paying their tithe even when the church is closed and have seen this not only for this year but also for last year.
- € The income from tax related giving (Gift Aid) is down from previous years but this is because we have not yet claimed for 2021 and 2022.
- € Collections and other voluntary receipts (Donations) were substantially up from last year. This is very impressive, especially when we consider that the Church has been closed in part and, because of the pandemic, it has not been possible to have many fundraising activities.

The second fund of the accounts is the Designated Fund, which includes all the rent and the payments we make in relation to the Hall, Flat and Hub. All our facilities are usually well used and in 2021 income from these sources have seen a marked increase: £76,939 (up from £35,518 in 2020). This is encouraging, and primarily a result of an increase in income derived from the Hall Flat.

- Utility receipts are slightly down on the previous year, mainly due to a fall in income from the Hall Utilities (possibly because of COVID). Other Receipts are only slightly down although we expect it to drop significantly in 2022 when the impact of the loss of income from the Car Park, which was being used by TSB BANK employees, will be felt following the closure of the Bank in April. Other potential income streams will need to be considered for this space to offset this loss for future years.
- The other funds in the accounts are Restricted Funds; mainly Charities Receipts and Payments; and the Diocesan Fees Receipts and Payments. When we have special collections (e.g. Lent boxes for USPG), the income from these go into this Restricted Fund and is normally paid out immediately. It is restricted because we cannot use that money as we please, but must use it for the purpose it was given. Similarly, income received from weddings and funerals and other statutory fees must be paid out to the Diocese. This is why the balance on this fund is usually small but the Covid pandemic has also impacted on this.
- Expenses and Overheads have increased in 2021, however the vast majority of this expense relates to a couple of 'one off' items, namely the repair of the Church Hub door and the installation of the Stained Glass windows. It is pleasing to record the generosity of the church parishioners and their donations as part of this fundraising project,

which also partly contributed to continued high level of income generated from planned giving in 2021.

- Two points of note however are; Hall Flat Rent – This increased significantly in 2021 (£41,300 from £5,160) and this was because of a payment of back dated rent being paid in 2021 due to the tenant falling behind on their rent payments following a period of financial difficulty. The second point relates to the Fee and Charges, which also increased in 2021 (£4,731 from £286). The vast majority of this increase relates to the letting agent's fees for the hall flat (£4,362). Previous accounts have always deducted these fees directly from the rental income (providing a 'netting off' figure) but this process is prohibited by both the Charity Commission and Church of England policies because this means are not reflecting the true expenditure. This is why it has been recorded separately under Fees and Charges.

### ***Reserves Policy.***

It is PCC policy to invest our funds balances with the CBF Church of England Deposit Fund and to this end, and to build up a Reserve; the PCC agreed to set up a Standing Order of £500 per month into this Deposit Fund. The balance of this account, as at 01/01/23 stood at: £25,435.89

### ***The Treasurer.***

We appointed Ron Bruno-Snelling to replace Mrs Nicole Sutherland as Treasurer in 2021 and he has continued in this role in 2022 and 2023. As previously mentioned, we have appointed an Accountant in 2021 to assist with the preparation of the annual Church accounts and their Independent Examination and this is something that we have continued in 2022 and 2023. Our TSB current account is a business account, which has some advantages for us, notably the ability to use Internet banking, but it does mean that certain bank charges apply.

### ***The Independent Examiner.***

As previously mentioned, The PCC appointed David Miller as the Independent Examiner of the accounts and it is proposed to continue with this arrangement until further notice.

**THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN**

England & Wales - Charity number 1131170

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# Accounts

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**Charity number: 1131170**

**The Ecclesiastical Parish  
of  
All Souls', Harlesden**

**Annual Report and Financial Statements**

**For the year ended 31 December 2021**

Prepared by:

Quantum Services (London) Limited  
Cypress House, Alders Close, London, W5 4JF

*Accountants and Consultants to the Charity Sector*

**Contents**

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2. Annual Report
8. Administrative Information
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9. Independent Examiner's Report
10. Receipts and Payments Account
12. Statement of Assets and Liabilities
13. Detailed Breakdown of Receipts
14. Detailed Breakdown of Payments

**Charity Information**

<b>Charity Name</b>	The Ecclesiastical Parish of All Souls', Harlesden
<b>Principal Address</b>	All Souls' Church Station Road London NW10 4UJ
<b>Website</b>	<a href="http://www.allsoulsharlesden.com">www.allsoulsharlesden.com</a>
<b>Charity Number</b>	1131170
<b>Date of Registration</b>	18 August 2009
<b>Legal Status</b>	Parochial Church Council
<b>Financial Year End</b>	31 December
<b>Bankers</b>	TSB Bank plc Henry Duncan House 120 George Street Edinburgh EH2 4LH  CCLA Investment Management Ltd Senator House 85 Queen Victoria Street London EC4V 4ET

**Annual Report of the Parochial Church Council**

For the year ended 31 December 2021

**Aims and Purposes**

All Souls' Parochial Church Council has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish and the whole mission of the church: pastoral, evangelistic, social and ecumenical. The parish is currently in interregnum following the retirement of Fr Michael Moorhead in October 2021.

The PCC also has maintenance responsibilities for the Church Hall and the Hall Flat at 1 Station Road, Harlesden, London, NW10 4UJ.

**Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at All Souls'. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. We also look to give away part of our income to other charitable organisations that seek to advance the Christian faith or relieve poverty.

When planning our activities for the year, we gave due regard to the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. In particular, we sought to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Provision of life-cycle events: baptisms, confirmations, marriages, funerals.
- Provision of facilities for the community, including our Portuguese-speaking fellowship.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

**Electoral Roll**

The Electoral Roll for May 2022 stands at 237, slightly lower than in 2021. Of these 60 are resident within the parish boundaries and 177 are non-resident.

**Church Attendance**

The average weekly attendance, counted during October 2021, was 74 (not including Harvest Sunday). Normally, this number increases at festivals and on special occasions, but church attendance was considerably affected by the covid-19 restrictions.

## **Review of the Year**

The PCC met four times in 2021, with an average attendance of 61%.

Here is a summary of the major agenda items:

- Fr Michael's retirement, following many years of loyal and dedicated service to All Souls' and our parish. We thanked him greatly for his hard work, and said that he would be very much missed.
- Discussions surrounding the appointment of a new parish priest in 2022.
- Appointment of officers of the PCC.
- Financial reports, approval of accounts and meeting with independent examiner.
- Approval of the Annual Report.
- Appointment of Safeguarding Officer and Children's Champion. Revisiting of Safeguarding and Children's Policy and development of Action Plan.
- Offer for Common Fund for 2022.
- Review of keyholders and security.
- John Keble School.

## **Safeguarding**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Our Safeguarding Policy is published on the church website.

## **Deanery Synod**

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church of England.

## **Report on Fabric and Ornaments**

Our churchwardens are responsible for the fabric and contents of the church. It is a big responsibility, and we all want to assist them in their task. Thank you to those who clean the church on a voluntary basis. Thanks to those who help to keep the church attractive and tidy outside and inside. We are very blessed in our volunteers.

The following matters were dealt with:

- Four stained glass windows were reinstated and blessed.
- The Hub doors were repaired.
- Various items of electrical work were completed.
- Conservation of the Tabernacle.
- Extra alarm fitted for the Hub area.
- New locks for Hub door fitted.
- The lightning conductor was tested.
- The security alarms, internal and external, were serviced and tested.
- The heating systems were serviced and repaired where necessary. We are awaiting a sump pump.
- The gardens and backyard were cleaned of rubbish, and kept in a good state.

## Financial Report

### Introduction

At the start of 2021, we felt that some external assistance with our accounts was required, and the PCC approved the engagement of David Miller (through his company Quantum Services) as our accountant. David was introduced to us by the Diocese of London and has many years' experience in charity finances. The PCC subsequently appointed David as our Independent Examiner for 2021. This is permitted as he is not involved in the day-to-day administration of the parish.

We had experienced difficulties with our previous accounts software, and accepted David's suggestion that we change to Xero, a very popular internet-based accounts package, which works particularly well with the specific needs of charities. We asked David to focus on the clarity of our annual financial statements, and we are pleased with their presentation.

### Receipts and Payments Account

The first page of the financial statements is a summary of the receipts (income) and payments (expenditure) during the year. More detailed breakdowns of the receipts and payments can be found later in this document.

The first three columns are for the three categories of cash funds belonging to the parish. We have just one fund in each category:

- Unrestricted Funds – the General Fund
- Unrestricted Designated Funds – the Hall Fund
- Restricted Funds – monies received for specific purposes

The next column, shown in bold due to its importance, is the total of the three previous columns, giving the overall receipts and payments figures for 2021.

The final column contains the figures for 2020 (the previous year) for comparison.

Note that the change of accounts software means that some of the individual line amounts included in the breakdowns of receipts and payments for 2020 are estimated, but the totals are correct.

### Unrestricted Funds – the General Fund

This fund represents our tithes, collections and fundraising for the church itself, as well as the general costs incurred in running the parish, other than the Church Hall and Hall Flat. These monies are categorised as "Unrestricted Funds", as they can be used for any purpose consistent with our charitable objectives.

In terms of funds received:

- Overall, church receipts remain strong, especially when we factor in the continued impact of the covid-19 pandemic on congregation numbers, including the closure of the church for part of 2021, and the suspension of many church activities.

- Income from planned giving is only very slightly down. This is a credit to the congregation and their commitment to paying their tithes even when the church was closed. We saw this not only for 2021, but also in 2020.
- Gift Aid received (tax refunds) is down from 2020, but this is because the 2020 Gift Aid figure was for two years, and so the 2021 number is actually strong by comparison.
- Collections and other voluntary receipts (donations) were substantially up from 2020. This is very impressive, especially when we consider that the church was closed in part and, because of the pandemic, it has not been possible to have many fundraising activities.

Concerning payments:

- The PCC was pleased to be able to make a number of charitable donations in 2021, which was not possible in 2020. The recipients and amounts, totalling £3,643, are listed in the detailed breakdown of payments on page 14.
- There were a number of one-off items of maintenance in 2021 (windows, doors, and electrics), which contributed to increased expenditure compared to 2020. However, it is pleasing to record the generosity of the church parishioners and their donations towards these works, which also partly contributed to continued high level of income generated from planned giving in 2021.

Unrestricted Designated Funds – the Hall Fund

The PCC has chosen to separately account for receipts and payments relating to the Church Hall and Hall Flat, and this is commonly known as the Hall Fund. These monies are categorised as “Unrestricted Designated Funds”, as they have been labelled for a particular purpose, but can be used elsewhere at the discretion of the PCC.

In terms of funds received:

- Church Hall rental receipts slightly increased in 2021. This can be attributed to the lessening impact of the pandemic. The majority of this income is from the nursery and the Romanian church.
- Hall Flat rental receipts increased significantly in 2021 (£41,300 from £5,160), but this was because of a payment of arrears from 2020, when our tenant experienced a period of financial difficulty. We thank the tenant and our letting agent for their help in clearing this debt.
- Other receipts comprise car parking charges. We expect this to drop significantly in 2022 as the majority of this income was from employees of the local branch of TSB, which closed in April 2022. Other potential income streams will need to be considered for this space to offset this loss.

Concerning payments:

- The majority of maintenance payments were for electrical works, which were a “one-off” item.

- The figure of £4,362 for “Fees and Charges” is the letting agent’s fees for the Hall Flat, which were previously deducted from the rental income and not shown separately in the accounts.

#### Restricted Funds

Donations received for a specific purpose have to be accounted for separately. These monies are categorised as “Restricted Funds”, as they cannot be used for another purpose without permission. In 2021 we received a donation for the homeless, which we passed on to another charity working in this area, supplemented by a donation from the parish’s unrestricted funds.

#### Financial Position

The “Movement In Funds” section shows that, although the parish had an overall surplus of £19,625 for 2021 (compared to £6,116 for 2020), the detailed picture is more complex.

The General Fund (unrestricted funds) had a deficit of £43,482 for the year, but the Hall Fund (unrestricted designated funds) had a surplus of £63,107 for the year. The PCC chose to transfer £55,000 from the Hall Fund to the General Fund to ensure that both funds had a surplus for the year.

It is therefore important to note that the income from the Church Hall and the Hall Flat provides an essential subsidy for the running of the church itself.

#### Fund Reconciliation

The second page of the financial statements is the fund reconciliation. Here, the balances brought forwards from 2020 are introduced, the receipts, payments, and transfer are accounted for, and the closing balances at the end of 2021 are calculated.

The key point is that the parish ended the year with £30,676 in cash funds, compared to £11,051 at the start, the increase reflecting the overall surplus in 2021.

#### Statement of Assets and Liabilities

The third page of the financial statements shows the position of the parish at the end of 2021, including the division of monies between the two bank accounts.

#### Notes:

- “Agency Funds” are parochial fees collected by the parish on behalf of the Diocese of London. These are not included in the receipts and payments account as they do not belong to the parish, and have to be passed on in full to the Diocese.
- The Church Hall and Hall Flat have not been formally revalued from the previous year, and it is likely that their values are above the figures stated.
- The PCC is looking to repay the outstanding loans shown in the liabilities section.

#### Reserves Policy

It is PCC policy to build financial reserves of approximately six months’ unrestricted expenditure or £60,000, to cover emergency situations that may arrive from time to time.

The policy is to invest these monies with the Church of England's Central Board of Finance Deposit Fund, administered by CCLA Investment Management, and an account has been opened for this purpose.

The PCC seeks to pay at least £500 per month (£6,000 a year) into the CCLA account, but the parish's strong surplus in 2021 meant that we were actually able to pay in £15,000, giving a year-end balance of £19,128. There was a further £11,548 in our current account at year-end, giving an overall reserves figure of £30,676 as of 31 December 2021.

The PCC is aware that the reserves remain significantly below the target figure, and will be seeking to address this in the coming years.

#### Financial Roles

The PCC appointed Ron Bruno-Snelling as Treasurer for 2021, and thanked the outgoing Treasurer, Nicole Sutherland. A number of key church roles are being reviewed in 2022, and Treasurer will be one of the roles that will be reviewed during this time.

The PCC will be retaining David Miller as our accountant for 2022.

The Independent Examiner for 2022 must be appointed by the APCM. The PCC proposes the reappointment of David Miller for this role.

#### **Approval**

This annual report was approved by the PCC on 18 May 2022, and is signed on its behalf:



Ron Bruno-Snelling

**Administrative Information**

All Souls' Church is situated in Station Road, Harlesden, London, NW10 4UJ. It is part of the Willesden Area of the Diocese of London. The correspondence address is: The Vicarage, 3 Station Road, Harlesden, London, NW10 4UJ.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and a charity registered with Charity Commission.

**Governance and Management**

The method of appointment of PCC members is set out in the Church Representative Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The members of the PCC are the trustees of the charity.

PCC members who served from 1 January 2021 until the date this report was approved are:

Incumbent:	Fr Michael Moorhead	Chair until October 2021 (retired October 2021)
Reader:	Mrs Vena Oglesby	
Wardens:	Mrs Beatrice Babalola Mr Lewis Evans	Vice-chair Chair from October 2021
Ex-officio:	Mr Ron Bruno-Snelling	Treasurer
Deanery Synod Representatives:	Mr Eric Oglesby Mrs Margaret Oyemade Ms Sharon Dunbar	
Elected members:	Mrs May Roberts Ms Wendi Webber Ms Deborah St Louis Mr Hugh Smith Ms Samantha Bruno Mrs Emelia Nortey Mr Gaius Umeh Mrs Ingrid Bruno-Snelling Ms Clare Thomson Ms Gillian Nickie Mr Michael Kiwumulo Mr Ron Bruno-Snelling	Secretary            (elected May 2021)

**Independent Examiner's Report**

**To The Parochial Church Council of The Ecclesiastical Parish of All Souls', Harlesden**

I report to the PCC on my examination of the accounts of the parish for the year ended 31 December 2021.

**Responsibilities and Basis of Report**

As the charity trustees of the parish, 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 parish's accounts carried out under section 145 of the Act. In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the parish as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



David Miller MEng ACGI  
6 Cypress House, Alders Close, London, W5 4JF  
20 May 2022

**All Souls' Church, Harlesden**

**Receipts and Payments Account**

For the year ended 31 December 2021

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	<b>Total 2021 £</b>	Total 2020 £
<b>Receipts</b>					
Planned Giving	35,567	-	-	<b>35,567</b>	38,926
Regular Collections	6,719	-	-	<b>6,719</b>	3,822
Harvest Gift Day	4,126	-	-	<b>4,126</b>	-
Other Donations	1,420	-	-	<b>1,420</b>	2,745
Grants	-	-	560	<b>560</b>	-
Gift Aid	8,601	-	-	<b>8,601</b>	15,821
Parochial Fees	967	-	-	<b>967</b>	193
Room Hire	1,800	33,839	-	<b>35,639</b>	30,358
Hall Flat Rent	-	41,300	-	<b>41,300</b>	5,160
Utility Charges	2,883	4,245	-	<b>7,128</b>	8,138
Other Receipts	863	2,645	-	<b>3,508</b>	3,747
<b>Total Receipts</b>	<b>62,946</b>	<b>82,029</b>	<b>560</b>	<b>145,535</b>	<b>108,910</b>
<b>Payments</b>					
Common Fund	50,311	-	-	<b>50,311</b>	54,311
All Souls' Ministry	8,228	-	-	<b>8,228</b>	2,870
Charitable Giving	3,083	-	560	<b>3,643</b>	-
Utilities	7,823	7,114	-	<b>14,936</b>	15,883
Insurance	3,600	1,100	-	<b>4,700</b>	4,707
Caretaking	3,095	-	-	<b>3,095</b>	60
Maintenance	27,818	6,346	-	<b>34,164</b>	22,422
Office Costs	1,875	-	-	<b>1,875</b>	2,080
Fundraising Costs	226	-	-	<b>226</b>	175
Fees and Charges	369	4,362	-	<b>4,730</b>	286
<b>Total Payments</b>	<b>106,428</b>	<b>18,922</b>	<b>560</b>	<b>125,910</b>	<b>102,794</b>
<b>Movement in Funds</b>					
Receipts Less Payments	(43,482)	63,107	0	<b>19,625</b>	6,116
Transfers Between Funds	55,000	(55,000)	0	<b>0</b>	0
<b>Surplus / (Deficit)</b>	<b>11,518</b>	<b>8,107</b>	<b>0</b>	<b>19,625</b>	<b>6,116</b>

## All Souls' Church, Harlesden

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### Receipts and Payments Account

For the year ended 31 December 2021

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	<b>Total 2021 £</b>	Total 2020 £
<b>Fund Reconciliation</b>					
Cash Funds as of 1 January	8,134	2,917	0	<b>11,051</b>	4,935
Total Receipts	62,946	82,029	560	<b>145,535</b>	108,910
Total Payments	(106,428)	(18,922)	(560)	<b>(125,910)</b>	(102,794)
Transfers Between Funds	55,000	(55,000)	0	<b>0</b>	0
<b>Cash Funds as of 31 December</b>	<b>19,652</b>	<b>11,024</b>	<b>0</b>	<b>30,676</b>	<b>11,051</b>

Note 1 - These financial statements have been prepared using the Receipts and Payments method in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011.

Note 2 – The “Unrestricted Funds” are the parish’s General Fund.

Note 3 - The “Unrestricted Designated Funds” are commonly known as the Hall Fund, which relates to the Church Hall and Hall Flat. Receipts and payments arising from these properties are accounted for separately, but can be reassigned at the discretion of the PCC.

Note 4 - The parish does not have any endowment funds.

Note 5 – The incumbent, a member of the PCC and therefore a trustee, claimed ministry expenses of £432 in 2021 (2020: £434). No other expenses were claimed by any PCC members / trustees.

Note 6 - There were no other payments to any PCC members / trustees, or related parties, in 2021 (2020: £nil).

**All Souls' Church, Harlesden**

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**Statement of Assets and Liabilities**

As of 31 December 2021

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	Agency Funds £	Total £
<b>Cash In Bank</b>					
TSB Current Account	6,524	5,024	-	1,967	<b>13,515</b>
CCLA Deposit Account	13,128	6,000	-	-	<b>19,128</b>
<b>Total Cash In Bank</b>	<b>19,652</b>	<b>11,024</b>	<b>0</b>	<b>1,967</b>	<b>32,643</b>
<b>Other Monetary Assets</b>					
Sundry debtor	100	-	-	-	<b>100</b>
Gift Aid due	8,500	-	-	-	<b>8,500</b>
<b>Total Other Monetary Assets</b>	<b>8,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,600</b>
<b>Fixed Assets</b>					
Church Hall	-	465,000	-	-	<b>465,000</b>
Church Hall Flat	-	220,000	-	-	<b>220,000</b>
<b>Total Fixed Assets</b>	<b>0</b>	<b>685,000</b>	<b>0</b>	<b>0</b>	<b>685,000</b>
<b>Liabilities</b>					
Common fund owed	4,000	-	-	-	<b>4,000</b>
Uncleared cheques	240	-	-	-	<b>240</b>
Diocesan fees	-	-	-	1,967	<b>1,967</b>
Church Hub loan	66	-	-	-	<b>66</b>
Car Park loan	-	3,600	-	-	<b>3,600</b>
<b>Total Liabilities</b>	<b>4,306</b>	<b>3,600</b>	<b>0</b>	<b>1,967</b>	<b>9,873</b>

**Approval**

These financial statements were approved by the PCC on 18 May 2022, and are signed on its behalf:



Ron Bruno-Snelling  
Treasurer

## All Souls' Church, Harlesden

### Detailed Breakdown of Receipts

For the year ended 31 December 2021

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	<b>Total 2021 £</b>	Total 2020 £
<b>Donations</b>					
Standing Orders	7,654	-	-	<b>7,654</b>	9,392
Envelope Scheme	19,638	-	-	<b>19,638</b>	19,167
Parish Giving Scheme	8,275	-	-	<b>8,275</b>	10,367
Regular Collections	6,719	-	-	<b>6,719</b>	3,822
Harvest Gift Day	4,126	-	-	<b>4,126</b>	-
Other Donations	1,420	-	-	<b>1,420</b>	2,745
Grants	-	-	560	<b>560</b>	-
Gift Aid	8,601	-	-	<b>8,601</b>	15,821
<b>Total Donations</b>	<b>56,433</b>	<b>-</b>	<b>560</b>	<b>56,993</b>	<b>61,314</b>
<b>Church Activities</b>					
Parochial Fees	967	-	-	<b>967</b>	193
<b>Total Church Activities</b>	<b>967</b>	<b>-</b>	<b>-</b>	<b>967</b>	<b>193</b>
<b>Lettings</b>					
Room Hire (regular)	-	33,014	-	<b>33,014</b>	27,950
Room Hire (other)	1,800	825	-	<b>2,625</b>	2,408
Hall Flat	-	41,300	-	<b>41,300</b>	5,160
<b>Total Lettings</b>	<b>1,800</b>	<b>75,139</b>	<b>-</b>	<b>76,939</b>	<b>35,518</b>
<b>Utility Receipts</b>					
Vicarage Utilities	2,883	-	-	<b>2,883</b>	2,345
Hall Utilities	-	4,245	-	<b>4,245</b>	5,793
<b>Total Utility Receipts</b>	<b>2,883</b>	<b>4,245</b>	<b>-</b>	<b>7,128</b>	<b>8,138</b>
<b>Other Receipts</b>					
Transport for London	830	-	-	<b>830</b>	-
Amazon Smile	29	-	-	<b>29</b>	15
Interest	4	-	-	<b>4</b>	2
Parking	-	2,645	-	<b>2,645</b>	3,730
<b>Total Other Receipts</b>	<b>863</b>	<b>2,645</b>	<b>-</b>	<b>3,508</b>	<b>3,747</b>
<b>TOTAL RECEIPTS</b>	<b>62,946</b>	<b>82,029</b>	<b>560</b>	<b>145,535</b>	<b>108,910</b>

## All Souls' Church, Harlesden

### Detailed Breakdown of Payments

For the year ended 31 December 2021

	Unrestricted Funds £	Unrestricted Designated Funds £	Restricted Funds £	<b>Total 2021 £</b>	Total 2020 £
<b>Church Activities</b>					
Common Fund	50,311	-	-	<b>50,311</b>	54,311
Music	4,919	-	-	<b>4,919</b>	-
Visiting Clergy	2,064	-	-	<b>2,064</b>	1,283
Church Supplies	813	-	-	<b>813</b>	1,153
Clergy Expenses	432	-	-	<b>432</b>	434
<b>Total Church Activities</b>	<b>58,539</b>	<b>-</b>	<b>-</b>	<b>58,539</b>	57,181
<b>Charitable Giving</b>					
LDF – ALMA	1,500	-	-	<b>1,500</b>	-
Glass Door Homeless	440	-	560	<b>1,000</b>	-
Church Urban Fund	250	-	-	<b>250</b>	-
USPG	250	-	-	<b>250</b>	-
Schools Levy	543	-	-	<b>543</b>	-
Other Giving	100	-	-	<b>100</b>	-
<b>Total Charitable Giving</b>	<b>3,083</b>	<b>-</b>	<b>560</b>	<b>3,643</b>	<b>-</b>
<b>Overheads</b>					
Electricity	1,565	1,662	-	<b>3,227</b>	3,862
Gas	5,997	4,435	-	<b>10,431</b>	10,655
Water	261	1,017	-	<b>1,279</b>	1,366
Insurance	3,600	1,100	-	<b>4,700</b>	4,707
Caretaking	3,095	-	-	<b>3,095</b>	60
General Maintenance	7,300	1,796	-	<b>9,096</b>	20,413
Electrical Works	4,250	4,550	-	<b>8,800</b>	-
Window / Door Repairs	15,368	-	-	<b>15,368</b>	-
Organ Maintenance	900	-	-	<b>900</b>	2,009
Office	1,875	-	-	<b>1,875</b>	2,080
Fundraising	226	-	-	<b>226</b>	175
Fees and Charges	369	4,362	-	<b>4,731</b>	286
<b>Total Overheads</b>	<b>44,806</b>	<b>18,922</b>	<b>-</b>	<b>63,728</b>	45,613
<b>TOTAL PAYMENTS</b>	<b>106,428</b>	<b>18,922</b>	<b>560</b>	<b>125,910</b>	102,794

**THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN**

England & Wales - Charity number 1131170

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# Accounts

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# THE ECCLESIASTICAL PARISH OF ALL SOULS, HARLESDEN

Charity Commission Registration Number: 1131170

## Annual Report of the Parochial Church Council for the year ended 31 December 2020

### Administrative Information

All Souls Church is situated in Station Road, Harlesden, London NW10 4UJ. It is part of the Willesden Area of the Diocese of London. The correspondence address is: The Vicarage, 3 Station Road, Harlesden, London NW10 4UJ.

The Parochial Church Council (PCC) is a registered charity. Charity Commission Registration Number: 1131170.

PCC members who have served 1 January until the date this report was approved are:

Incumbent:	Fr Michael Moorhead (Chair)	
Reader:	Mrs Vena Oglesby	
Wardens:	Mrs Beatrice Babalola (Vice-chair)	
	Mr Lewis Evans	
Ex-officio:	Mrs Nicole Sutherland (Treasurer)	
Representatives on Deanery Synod:	Mr Eric Oglesby	
	Mrs Margaret Oyemade	
	Ms Sharon Dunbar	
Elected members:	Mrs May Roberts	(Elected 2018)
	Ms Wendi Webber	
	Ms Deborah St Louis (Secretary)	
	Mr Hugh Smith	
	Ms Samantha Bruno	(Elected 2019)
	Mrs Emelia Nortey	
	Mr Gaius Umeh	
	Mrs Ingrid Bruno Snelling	
	Ms Clare Thomson	(Elected 2020)
	Ms Gillian Nickie	
	Mr Michael Kiwumulo	

### Structure, Governance and Management

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

### Objectives and Activities

All Souls PCC has the responsibility of co-operating with the incumbent, Fr Michael Moorhead, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church hall and the Hall Flat at 1 Station Road, London NW10 4UJ.

### Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, in relation to having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Our Safeguarding Policy is published on the Church website.

### Achievements and Performance

#### **Church Attendance**

The Electoral roll for May 2021 stands at 240, 14 more than in 2020. Of these 60 are resident within the parish boundaries and 180 are non- resident. The average weekly attendance, counted during October 2020, was 66 (not including Harvest Sunday.) Normally this number increased at festivals and on special occasions but church attendance has been considerably affected by Covid 19 restrictions. The church was closed for a considerable period, however, we maintained connections and worship by telephone conference call.

### **Review of the year.**

The PCC met three times in 2020 with an average level of attendance of 62%. Here is a summary of the major agenda items.

- Appointment of Officers of the PCC.
- Building needs, including Application for faculty for Stained Glass windows.
- Financial Reports, Approval of Accounts and meeting with External Examiner. Approval of Annual Report.
- Appointment of Safeguarding Officer and Children's Champion and revisiting of Safeguarding and Children's Policy and development of Action Plan.
- Offer for Common Fund for 2021.
- Quinquennial Report
- Review of Fire, Health and Safety, Risk Assessments.
- Review of Mission Statement and consideration of adoption of a Strapline.
- Closure of church due to pandemic and reopening.
- Recycling and request for signage for Stop Idling Campaign
- Projector and Screen
- Action Plan for Quinquennial Report
- John Keble School.

### **Report on Fabric and Ornaments 2020/2021.**

Our churchwardens are responsible for the fabric and contents of the church. It is a big responsibility and we all want to assist them in their task. Thank you to those who clean the church on a voluntary basis. Thanks to those who help to keep the church attractive and clean outside and inside. We are very blessed in our volunteers.

The following matters were dealt with:

- The church, hall and hall roofs have been inspected, cleared of debris including gutters and gulleys twice in the year. A report is also made on the state of the roof.
- The lightning conductor has been tested.
- Fire extinguishers have been checked and replaced where necessary. The fire alarm system has been serviced. They are tested every week and a trial evacuation of the premises has taken place.
- The security alarms, internal and external, have been tested.
- The hall and hub boilers have been serviced and repaired when necessary.
- The gardens and backyard are cleaned of rubbish. The gardens and grass are well maintained.
- OHP and screen have been replaced. A monitor introduced.
- Report commissioned on four stained glass windows as part of faculty application.

**Approved by the PCC on 5<sup>th</sup> May 2021 and signed on their behalf by Fr Michael Moorhead (PCC Chair.)**

### **The Financial Report.**

The first page of the accounts is a summary of the receipts (income) during the year and the payments (expenditure.) More detail on this can be found on the following pages. There are three funds involved and these are in the first three columns; **Unrestricted Funds** (commonly called the Church General Fund), the **Designated Fund** (commonly called the Hall and Hall Flat Fund), and finally the **Restricted Funds** (the Fund for Charity Donations and fee payments to the Diocese.) The fourth column is called the **Endowment Funds** but we do not have any endowments and so this is blank. However, we are trying to build up a contingency fund which is CCLA (CBF) deposit account and stood at £4102 at the end of the year. The other deposit account has been closed. The next

column is the total of the four funds, **Total Funds**, and the final column is a comparison with 2019, **Prior year total funds**.

The first fund includes our Tithes, Collections and Fundraising for the church itself as well as the costs of running the parish. This shows a considerable decrease in income from the previous year. But payments from this fund were also down on 2019. This is to be expected because of the pandemic and the closure of the church and the suspending of church activities.

- Income from planned giving is only very slightly down. This is a credit to the congregation and their commitment to paying their tithe even when the church is closed.
- The income from tax related giving (Gift Aid) is for two years.
- By the end of the year we had paid our Common Fund in full.
- Collections and other voluntary receipts (Donations) were substantially down. This reflects the closure of the church, and the end of our successful windows appeal.
- Because of the pandemic it has not been possible to have many fundraising activities.

The second fund of the accounts is the Designated Fund which includes all the rent and the payments we make in relation to the Hall, Flat and Hub. All our facilities are usually well-used but pandemic has impacted on this fund as well. Some regular users suspended their activities. A Designated Fund means the money in this fund can be used however the PCC sees fit. This is fortunate because this fund generates a substantial profit which can be used to offset any loss in the Church General Fund.

The other funds in the accounts are Restricted Funds; mainly Charities Receipts and Payments; and the Diocesan Fees Receipts and Payments. When we have special collections (e.g. Lent boxes for USPG), the income from these go into this Restricted Fund and is normally paid out immediately. It is restricted because we cannot use that money as we please, but must use it for the purpose it was given. Similarly, income received from weddings and funerals and other statutory fees must be paid out to the Diocese. This is why the balance on this fund is usually small but it has also been impacted by the Covid pandemic.

**Reserves Policy.** It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately six months' unrestricted payments (about £60,000), to cover emergency situations that may arise from time to time. The balance of £1622 on unrestricted funds at the end of the year did not match this target. It is our policy to invest our funds balances with the CBF Church of England Deposit Fund and to this end, and to build up a Reserve, the PCC has agreed to set up a Standing Order of £500 per month into this Deposit Fund but it has not been possible to maintain this because of a fall in income because of lockdown.

**The Treasurer.** We appointed Mrs Nicole Sutherland Treasurer to the PCC during the year and we are enormously grateful for her willingness to continue to take this on. We have also appointed a bookkeeper to assist her. Our TSB current account is a business account which has some advantages for us, notably the ability to use internet banking, but it does mean that bank charges have been introduced (Governance Costs £286.)

**The Independent Examiner.** The Annual Parochial Church Meeting agreed that the PCC should appoint an Independent Examiner of the accounts and it decided to appoint Ron Bruno-Snelling. This is his third year in this role and we owe him a tremendous debt of gratitude.

## **INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF ALL SOULS, HARLESDEN.**

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

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulations and section 43(2) of the Act does not apply. I notice that since the regulations have been changed the accounts have been prepared in Receipts and Payments form. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

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My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts 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 I do not express an audit opinion on the accounts.

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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

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(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr Ron Bruno Snelling BSc (Hons)  
19 Newark Crescent  
London NW10 7BB

5<sup>th</sup> May 2021

## Balance sheet

Class and code	Description	This year	Last year
<b>Fixed assets</b>			
6550	Church hall	465,000	465,000
6551	Church Flat	220,000	220,000
	<b>Total Fixed assets</b>	<b>685,000</b>	<b>685,000</b>
<b>Current assets</b>			
6501	Bank current account	(716)	(716)
6502	Bank Current Account	4,855	(574)
6505	Bank deposit account	12	12
6510	CCLA (CBF) deposit account	4,102	2,902
	<b>Total Current assets</b>	<b>8,252</b>	<b>1,622</b>
<b>Liabilities</b>			
6601	Loans received Hub	66	66
6602	Loan received carpark	3,600	3,600
6699	Agency collections	3,047	2,528
	<b>Total Liabilities</b>	<b>6,713</b>	<b>6,194</b>
	<b>Net Asset surplus(deficit)</b>	<b>686,538</b>	<b>680,427</b>
<b>Reserves</b>			
Z01	Excess / (deficit) to date	6,110	—
	Starting balances	680,427	680,427
	<b>Total Reserves</b>	<b>686,538</b>	<b>680,427</b>
	<b>Represented by funds</b>		
	Unrestricted	(194,290)	(173,772)
	Designated	880,797	854,168
	Restricted	32	32
	Endowment	—	—
	<b>Total</b>	<b>686,538</b>	<b>680,427</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets - Fixed assets</b>						
Church hall	—	465,000	—	—	465,000	465,000
Church Flat	—	220,000	—	—	220,000	220,000
<b>Totals</b>	<b>—</b>	<b>685,000</b>	<b>—</b>	<b>—</b>	<b>685,000</b>	<b>685,000</b>
<b>Current assets - Current assets</b>						
Bank current account	(83,589)	81,017	1,855	—	(716)	(716)
Bank Current Account	(107,576)	111,207	1,223	—	4,855	(574)
Bank deposit account	12	—	—	—	12	12
CCLA (CBF) deposit account	4,102	—	—	—	4,102	2,902
<b>Totals</b>	<b>(187,051)</b>	<b>192,225</b>	<b>3,079</b>	<b>—</b>	<b>8,252</b>	<b>1,622</b>
<b>Liabilities - Liabilities</b>						
Loans received Hub	(3,561)	3,627	—	—	66	66
Loan received carpark	10,800	(7,200)	—	—	3,600	3,600
Agency collections	—	—	3,047	—	3,047	2,528
<b>Totals</b>	<b>7,239</b>	<b>(3,572)</b>	<b>3,047</b>	<b>—</b>	<b>6,713</b>	<b>6,194</b>
<b>Grand total</b>	<b>(194,290)</b>	<b>880,797</b>	<b>32</b>	<b>—</b>	<b>686,538</b>	<b>680,427</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Charity - Charity</b>						
Restricted	0	—	—	—	—	0
<b>Sub-total for Charity</b>	<b>0</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>0</b>
<b>Hall - Hall/Flat</b>						
Designated	854,168	39,248	12,618	—	—	880,797
<b>Sub-total for Hall</b>	<b>854,168</b>	<b>39,248</b>	<b>12,618</b>	<b>—</b>	<b>—</b>	<b>880,797</b>
<b>General - General fund</b>						
Unrestricted	(173,772)	69,668	90,186	—	—	(194,290)
<b>Sub-total for General</b>	<b>(173,772)</b>	<b>69,668</b>	<b>90,186</b>	<b>—</b>	<b>—</b>	<b>(194,290)</b>
<b>Grand total</b>	<b>680,395</b>	<b>108,916</b>	<b>102,805</b>	<b>—</b>	<b>—</b>	<b>686,506</b>

## Analysis of receipts and payments

### Planned giving

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
0101 - Gift Aid - Bank	19,759	—	—	—	19,759	16,259
0110 - Gift Aid - Envelopes	11,789	—	—	—	11,789	16,077
0201 - Other planned giving	7,378	—	—	—	7,378	7,935
<b>Total</b>	<b>38,927</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>38,927</b>	<b>40,271</b>

### Collections and other giving

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
0301 - Loose plate collections	3,822	—	—	—	3,822	9,751
0401 - Regular gift days	—	—	—	—	—	584
0501 - One-off Gift Aid gifts	—	—	—	—	—	—
<b>Total</b>	<b>3,822</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,822</b>	<b>10,335</b>

### Other voluntary receipts

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
0410 - Giving through church boxes	—	—	—	—	—	—
0510 - Gifts of quoted securities	—	—	—	—	—	—
0550 - Donations appeals etc	2,745	—	—	—	2,745	13,100
0701 - Legacies	—	—	—	—	—	—
0801 - Recurring grants	—	—	—	—	—	—
08A1 - Non-recurring one-off grants	—	—	—	—	—	—
<b>Total</b>	<b>2,745</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>2,745</b>	<b>13,100</b>

### Gift Aid recovered

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
0601 - Tax recoverable on Gift Aid	15,821	—	—	—	15,821	—
<b>Total</b>	<b>15,821</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>15,821</b>	<b>—</b>

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**Other receipts**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
0901 - Other funds generated	17	—	—	—	17	—
1035 - Utility Refunds - RSDA	1,449	—	—	—	1,449	3,466
1036 - Utility refunds - Nursery	4,344	—	—	—	4,344	5,795
1037 - Utility Refunds - Vicarage	2,345	—	—	—	2,345	1,801
1310 - Insurance claims	—	—	—	—	—	—
1320 - Surplus - sales of fixed assets	—	—	—	—	—	24
Total	8,157	—	—	—	8,157	11,088

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**Activities for generating funds**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
0902 - Dinner Dance	—	—	—	—	—	2,166
0903 - Summer Fair	—	—	—	—	—	434
0904 - Walsingham	—	—	—	—	—	940
0910 - Rummage sales etc	—	—	—	—	—	150
1220 - Bookstall sales - fund raising	—	—	—	—	—	—
1240 - Hall Income	—	2,408	—	—	2,408	4,670
1241 - Nursery Rent	—	—	—	—	—	—
1242 - RSDA Rent	—	—	—	—	—	—
1250 - Magazine income - advertising	—	—	—	—	—	—
1260 - Parish magazine sales	—	—	—	—	—	—
Total	—	2,408	—	—	2,408	8,360

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**Investment Income**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
1001 - Dividends	—	—	—	—	—	—
1020 - Bank and building society interest	—	—	—	—	—	2
1030 - Rent from lands or buildings	—	—	—	—	—	1,980
1031 - St Michael's Nursery	—	19,500	—	—	19,500	16,500
1032 - Romanian SDA	—	8,450	—	—	8,450	13,830
1033 - Car park	—	3,730	—	—	3,730	2,730
1034 - Flat rent	—	5,160	—	—	5,160	9,222
Total	—	36,840	—	—	36,840	44,264

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**Receipts from church activities**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
1101 - Fees for weddings and funerals	193	—	—	—	193	1,681
1210 - Bookstall sales to promote objectives	—	—	—	—	—	—
1230 - Church hall lettings - objectives	—	—	—	—	—	—
Total	193	—	—	—	193	1,681

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## Cost of generating funds

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
1701 - Fees paid to fund raisers	—	—	—	—	—	—
1710 - Costs of applying for grants	—	—	—	—	—	—
1720 - Costs of stewardship campaign	—	—	—	—	—	—
1730 - Costs of fetes & other events	—	—	—	—	—	685
1731 - Entertainment	175	—	—	—	175	412
1740 - Investment management costs	—	—	—	—	—	—
2510 - Bookstall costs	—	—	—	—	—	—
9999 - Temporary adjustment entry	—	—	—	—	—	500
<b>Total</b>	<b>175</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>175</b>	<b>1,597</b>

## Missionary and Charitable Giving

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
1801 - Giving to missionary societies	—	—	—	—	—	—
1830 - Giving - relief and development agencies	—	—	—	—	—	—
1850 - Home mission	—	—	—	—	—	1,172
1870 - Secular charities	—	—	—	—	—	—
<b>Total</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,172</b>

## Parish Share

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
1901 - Common Fund	54,311	—	—	—	54,311	52,780
1910 - Ministry parish share etc	—	—	—	—	—	—
<b>Total</b>	<b>54,311</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>54,311</b>	<b>52,780</b>

## Clergy and Staffing costs

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
2001 - Assistant staff costs	—	—	—	—	—	—
2050 - Salary of parish administrator	—	—	—	—	—	—
2101 - Working expenses of incumbent	315	—	—	—	315	716
2120 - Council tax	—	—	—	—	—	—
2130 - Parsonage house expenses	3,007	—	—	—	3,007	1,397
2140 - Water rates - vicarage	250	—	—	—	250	243
2145 - Parsonage - water	—	—	—	—	—	—
2150 - Vicar's telephone	119	—	—	—	119	178
2370 - Visiting speakers / locums	1,283	—	—	—	1,283	6,172
<b>Total</b>	<b>4,976</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>4,976</b>	<b>8,707</b>

### Church Running Expenses

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2170 - Education	—	—	—	—	—	—
2201 - Parish training and mission	8	—	—	—	8	357
2301 - Church running - insurance	3,600	—	—	—	3,600	4,233
2310 - Church office - telephone	392	—	—	—	392	215
2320 - Organ / piano tuning	2,009	—	—	—	2,009	3,938
2330 - Church maintenance	2,509	—	—	—	2,509	16,612
2331 - Cleaning	—	—	—	—	—	—
2340 - Upkeep of services	1,153	—	—	—	1,153	2,865
2350 - Upkeep of churchyard	60	—	—	—	60	183
2360 - Administration	1,680	—	—	—	1,680	675
2401 - Church running - electric	1,371	—	—	—	1,371	1,493
2410 - Church running - gas	3,927	—	—	—	3,927	6,332
2420 - Church running - water	—	—	—	—	—	—
2430 - Church running - oil	—	—	—	—	—	—
2440 - Church running - heating and lighting	—	—	—	—	—	—
2501 - Magazine expenses	—	—	—	—	—	—
<b>Total</b>	<b>16,711</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>16,711</b>	<b>36,907</b>

### Hall Running Costs

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2520 - Hall running - oil	—	—	—	—	—	—
2530 - Hall running - electricity	—	1,984	—	—	1,984	2,024
2540 - Hall running - gas	—	4,228	—	—	4,228	2,857
2550 - Hall running - insurance	—	1,107	—	—	1,107	496
2560 - Hall running - maintenance	396	2,327	—	—	2,724	3,918
2570 - Hall running - telephone	—	—	—	—	—	—
2580 - Hall running - water	—	1,116	—	—	1,116	1,092
2590 - Hall running - heating and lighting	—	—	—	—	—	—
<b>Total</b>	<b>396</b>	<b>10,764</b>	<b>—</b>	<b>—</b>	<b>11,161</b>	<b>10,388</b>

### Church Repairs & Maintenance

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2701 - Church major repairs - structure	—	—	—	—	—	10,390
2710 - Church major repairs - installation	12,192	—	—	—	12,192	3,127
2720 - Church interior and exterior decorating	864	—	—	—	864	—
<b>Total</b>	<b>13,056</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>13,056</b>	<b>13,517</b>

### Hall Repairs & Maintenance

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2801 - Hall + major repairs - structure	—	—	—	—	—	10,231
2820 - Hall + major repairs - installation	—	—	—	—	—	—

2830 - Hall + interior and exterior decorating	—	—	—	—	—	—
2840 - Other PCC property upkeep	271	1,854	—	—	2,126	3,125
Total	271	1,854	—	—	2,126	13,357

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**New Building work**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
2841 - Loan Interest	—	—	—	—	—	104
2901 - New building parsonage house	—	—	—	—	—	—
2910 - New building house for curate	—	—	—	—	—	—
2920 - New building Church	—	—	—	—	—	—
2930 - New building Hall	—	—	—	—	—	—
Total	—	—	—	—	—	104

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**Governance Costs**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
2601 - Governance costs examination/audit fee	286	—	—	—	286	216
Total	286	—	—	—	286	216

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19 Newark Crescent  
London NW10 7BB

9<sup>th</sup> May 2021