

# The Parochial Church Council of the Ecclesiastical Parish of St. Simon, Hammersmith

Report and Accounts

Year ended 31st December 2023

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. SIMON, HAMMERSMITH**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

ADDRESS FOR CORRESPONDENCE	St. Simon's Church Rockley Road London W14 0DA
GOVERNING DOCUMENTS	PCC Powers Measure 1956 and the Church Representation Rules 2011
CHARITY REGISTRATION NUMBER	1131415
MEMBERS OF THE PCC	<i>Ex Officio members:</i> The Reverend Cameron Collington (incumbent) The Reverend Madeleine Miller (curate) Ms Caroline Klein (church warden) Mr Daniel Prior (church warden)  <i>Elected members</i> Funlayo Akeredou Jonathan Browning (treasurer) Jason Tomlinson Maureen Gillespie (Appt May 2023)  <i>Deanery Synod Members</i> Andrew Bulley Sally Richardson
KEY MANAGEMENT	Samantha Dowden (PCC Executive Officer/Church Manager)
BANKERS	HSBC Plc
INDEPENDENT EXAMINER	Lisa Darby FCA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

**INDEX**

Page 1	Legal & Administrative Details
Pages 2 - 4	Trustees' Report
Page 5	Independent Examiner's Report
Page 6	Receipts and Payments Account
Page 7	Statement of Assets & Liabilities
Pages 8 - 9	Notes to the Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. SIMON,  
HAMMERSMITH**

**REPORT OF THE PAROCHIAL CHURCH COUNCIL**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

The PCC has pleasure in submitting the Report and Accounts for the year ended 31 December 2023.

**Objectives of the charity**

The charity is responsible for co-operating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church be it pastoral, evangelistic, social or ecumenical.

**Summary of the charity's main activities and achievements**

To further the above objectives and vision, the charity's main activities and achievements were as follows:

We continue to build our Jesus-centred community in Shepherds Bush hosting Sunday services, seeking to deepen the faith of the congregation and meet those outside the four walls of the building.

In addition to the Sunday services, we have a network of home groups and praise and prayer meetings for adults. The prayer summit now takes place monthly.

We run children's groups which address the needs of children and youth aged 2-18. All of this activity is designed to help the people of our church to go further with God.

We are aware of the needs of the wider community in our area and look to address these in a number of ways. We work with a number of organisations and have provided practical help with their outreach. Some members of the church typically volunteer with these groups. We host Food Bank at the church twice a week.

The church runs a Boxing Club bi-weekly. These activities are aimed at different elements of our local community, take place at the church and are run by church members.

In line with the biblical principle of tithing it has long been the policy of the PCC to commit 10% of our income from giving to mission partners. We allocate to Christian charities, in line with our charitable aims. In deciding which groups to partner with we look closely at their activities, aims and leadership. We particularly focus on groups who are working in the developing world, although we also support organisations closer to home, such as Glassdoor.

Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission.

## **Financial review**

During the year income increased by £58,815, to £219,925, and expenditure increased by £42,233, to £203,700. As a result the cash held by the charity increased by £16,225, to £109,163, all of which is unrestricted and can be used for any charitable purpose.

We saw an increase in our income from donations, reflecting the fact that we held a Gift Day for the first time in two years. We are reliant on a combination of regular giving and one-off donations. The giving from the church – even with rising costs of living — reflected the generosity of the congregation in highly uncertain economic times.

The PCC has been aware of the gap between average monthly income and expenditure for some time. In order to address this, the committee approved a lettings policy. In 2023, our donations were supplemented by record rental gains. We were able to record at six regular lettings.

Our major expenditure continues to be our monthly giving to the Common Fund, where we have for now continued to pay the full contribution that the London diocese asks of us. It is important to remember that as well as supporting the wider activities of the Church of England, we receive other benefits from this contribution. The Common Fund request was increased in 2023.

This year our expenditure has also increased as we look to upgrade our church building and ensure that it is a safe and welcoming place for all. We are running an ongoing program of upgrades and repairs.

In terms of financial controls we brought bookkeeping and gift aid in house. This is now done by the Church Administrator with the result of a great cost saving and more visibility. We are very grateful to Samantha Dowden for her work in these areas as well as overseeing the lettings.

The PCC seeks to maintain a sufficient level of reserves to support the day to day operations of St. Simon's and to meet such contingencies as might be reasonably foreseen. Unrestricted reserves of £109,163 were held at the year end (2022: £92,938). We are very mindful of the impact of inflation on our congregation's livelihoods and what that means for regular giving.

For 2024, no material uncertainties that may cast significant doubt about the ability of the Charity to continue as a going concern have been identified by the Trustees.

## **Governance**

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules 2011.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually before the Annual Parochial Church Meeting (APCM) to fill vacancies. The members of the PCC are the charity's trustees for the purposes of charity law.

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to a management team led by the incumbent.

## **Risk statement**

The charity is exposed to various risks - be they operational, financial or reputational. The PCC reviews the charity's activities regularly to identify significant risks and, where possible, it takes appropriate measures to mitigate those risks.

## **Other matters**

With regard to the PCC's obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The Diocese assessed the PCC's Parish Share to be £87,750 for the year to 31 December 2023; having reviewed the PCC's finances, the members of the PCC decided to meet this contribution. In September 2023 we agreed to increase the PCC's Parish share to £91,300 from January 2024.

The last quinquennial inspection was held in April 2019 and the next one will be held in July 2024. Work was carried out to the East hall roof and Smart water added to the replaced lead. A panic bar was added to the fire escape in the East hall, Fall protection was put in place in the Upper room and some floorboards were secured. During 2023 we have carried out several projects: Replaced the Organ blower; Upgraded or replaced all the doors to meet with current fire regulations; Replaced the glass in the West hall and splash area to meet with current fire regulations; Sanded and sealed the wooden floor in the main church and Redecorated the Bubbles area, East hall toilets and West Hall.

## **Responsibilities of trustees**

Charity law requires the PCC to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

## **Approval**

This report was approved by the trustees and signed on their behalf by:

*Cameron Collington*

---

The Reverend Cameron Collington

Date: 2 June 2024

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF**  
**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. SIMON,**  
**HAMMERSMITH**

I report to the trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St. Simon, Hammersmith ('the charity') for the year ended 31 December 2023 on pages 6 to 9 following.

**Responsibilities and basis of report**

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

*Lisa Darby*

Lisa Darby FCA

Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 5 June 2024

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. SIMON, HAMMERSMITH

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds		Restricted Funds	2023	2022
		General Funds	Designated Funds			
		£	£	£	£	£
<b>Income receipts</b>						
Voluntary receipts	2(a)	166,837	-	-	166,837	114,349
Church activities	2(b)	50,688	-	-	50,688	44,361
Other Income		2,400	-	-	2,400	2,400
<b>Total receipts</b>		<u>219,925</u>	<u>-</u>	<u>-</u>	<u>219,925</u>	<u>161,110</u>
<b>Payments</b>						
Diocesan Fund contribution		87,775	-	-	87,775	85,200
Church Activities	3	98,776	-	-	98,776	59,618
Mission giving and donations	4	17,150	-	-	17,150	16,650
<b>Total payments</b>		<u>203,700</u>	<u>-</u>	<u>-</u>	<u>203,700</u>	<u>161,468</u>
Net of receipts / (payments) before transfers		16,225	-	-	16,225	- 358
Transfers between funds		-	-	-	-	-
<b>Net movement in funds</b>		<u>16,225</u>	<u>-</u>	<u>-</u>	<u>16,225</u>	<u>- 358</u>
Cash funds as at last year end		92,938	-	-	92,938	93,296
<b>Cash funds at this year end</b>	A	<u>109,163</u>	<u>-</u>	<u>-</u>	<u>109,163</u>	<u>92,938</u>

The notes on pages 8 - 9 form part of these accounts.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. SIMON, HAMMERSMITH**

**STATEMENT OF ASSETS AND LIABILITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	<u>Unrestricted Funds</u>		Restricted funds £	2023 £	2022 £
	General funds £	Designated funds £			
<b>A Cash funds</b>					
Cash at bank with immediate access	108,566	-	-	108,566	92,173
Cash held	596	-	-	596	765
	<u><b>109,163</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>109,163</b></u>	<u><b>92,938</b></u>
<b>B Other monetary assets</b>					
Gift aid due to charity	18,330	-	-	18,330	7,988
Prepayments	-	-	-	-	1,277
Other debtors	1,820	-	-	1,820	70
	<u><b>20,150</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>20,150</b></u>	<u><b>9,335</b></u>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Fees due to London Diocese Fund	757	-	-	757	199
Deposits held	500	-	-	500	500
Deferred Income	-	-	-	-	-
Other Creditors	6,601	-	-	6,601	103
Taxes due	126	-	-	126	487
Fee for Independent Examination	1,386	-	-	1,386	1,410
Accrued expenses	-	-	-	-	-
<b>Total</b>	<u><b>9,370</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>9,370</b></u>	<u><b>2,699</b></u>

**Assets retained for charity's own use**

	Cost £
Computers and IT	550
Office Equipment	4,000
	<u><b>4,549</b></u>

Consecrated property, beneficed property and moveable church furnishings which require a special faculty for disposal are excluded from the above list of charity assets.

The accounts were approved by the trustees and signed on their behalf by:

*Cameron Collington*  
The Reverend Cameron Collington

Date: 2 June 2024

The notes on pages 8 - 9 form part of these accounts.



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. SIMON, HAMMERSMITH**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**1 Accounting policies**

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

		<u>Unrestricted Funds</u>			
		General funds	Designated funds	Restricted Funds	Total
		£	£	£	2023
					£
					Total 2022
					£
<b>2 a) Voluntary income</b>					
Planned giving and other donations	137,067	-	-	137,067	83,617
Collections at services	9,087	-	-	9,087	6,037
LDF energy grant	-	-	-	-	2,641
Gift aid recovered	20,683	-	-	20,683	22,055
	<u>166,837</u>	<u>-</u>	<u>-</u>	<u>166,837</u>	<u>114,349</u>
<b>b) Church activities</b>					
Fees for weddings and	263	-	-	263	596
Church Weekend Away	-	-	-	-	5,955
Lettings for community use	50,425	-	-	50,425	37,810
	<u>50,688</u>	<u>-</u>	<u>-</u>	<u>50,688</u>	<u>44,361</u>

		<u>Unrestricted Funds</u>			
		General funds	Designated funds	Restricted Funds	Total
		£	£	£	2023
					£
					Total 2022
					£
<b>3 Church Activities</b>					
Building costs (including utilities & cleaning)	61,354	-	-	61,354	21,284
Staffing costs	20,599	-	-	20,599	18,363
Insurance	4,831	-	-	4,831	5,248
Church services & events	3,637	-	-	3,637	10,010
Office Support costs	6,943	-	-	6,943	3,312
Independent Examination Fee	1,410	-	-	1,410	1,400
	<u>98,776</u>	<u>-</u>	<u>-</u>	<u>98,776</u>	<u>59,618</u>

The Reverend Cameron Collington and The Reverend Madeleine Miller (who are clergy members of the PCC) receive stipends from the Diocese; the cost of these stipends is not included in the above payroll cost however it should be noted that some of the Parish share is used to help pay the stipends. In the course of their duties they incurred expenses which were reimbursed and did not contain any profit element.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. SIMON, HAMMERSMITH**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**4 Mission giving and donations**

Mission and poverty relief in the UK and overseas

Charitable Organisations	17,150	-	-	17,150	13,400
Individuals	-	-	-	-	-
	<u>17,150</u>	<u>-</u>	<u>-</u>	<u>17,150</u>	<u>13,400</u>

**5 Transactions with related parties**

There were no further transactions with Trustees or other related parties during the year (2022: None)

**6 Movement of funds**

	Opening balance £	Receipts £	Payments £	Transfers £	Closing balance £
Unrestricted General funds	92,938	219,925	(203,700)	-	109,163
Total funds	<u>92,938</u>	<u>219,925</u>	<u>(203,700)</u>	<u>-</u>	<u>109,163</u>

There were no Restricted Funds held during the year (2022: None)