

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.MARTIN-OF-TOUR, CHELSFIELD

England & Wales · Charity number 1131573

Details

Other names CHELSFIELD PCC

Status Registered

Legal form Previously excepted

Registered 2009-09-11

Register [View on the Charity Commission register](#)

Contact

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Well Hill Lane
Orpington
Kent
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Activities

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

Activities: RELIGIOUS ACTIVITIES

Classification

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

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL
- Bromley
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£260,914	£308,100	-	-
2024-12-31	£157,478	£148,831	-	-
2023-12-31	£230,639	£110,378	-	-
2022-12-31	£138,300	£89,866	-	-
2021-12-31	£77,899	£105,328	-	-
2020-12-31	£101,370	£86,032	-	-

Trustees

Name	Role	Appointed
Angela Wilkins		2024-04-21
Caroline Anne DAVIS		2020-10-18
Christopher Ian Mead		2025-05-22
Dr Michael Loke Onn CHOONG		2021-04-18
ELISABETH ANNE IRELAND		2020-10-18
JACQUELINE ANNE MCCANN		2013-07-23
JONATHAN PAUL SARGANT		2018-04-15
KENNETH WILLIAM ALEXANDER I'ANSON		
Karen Elizabeth BARTER		2023-04-30
MARY ANN TOZER		
PAUL ERIC GOSLING		2018-04-15
Rev Susan Florence Atkinson-Jones		2021-04-18
Stephen Leslie McCANN		2021-04-18

Accounts

**Report and Accounts for the Parochial Church Council
of the Ecclesiastical Parish of St. Martin of Tours, Chelsfield
Registered Charity No: 1131573
for the year ending 31st December 2025**

Objects

The Parochial Church Council (PCC) of the parish of Chelsfield is responsible for working with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the financial affairs of the parish and the maintenance of the parish church and churchyard of St. Martin of Tours, Chelsfield, Well Hill Mission church and the Parish Room in Skibbs Lane, Chelsfield.

The parish is part of the Benefice of Chelsfield with Green Street Green and Pratts Bottom. Each parish retains its own PCC.

Clergy

The Rector and Incumbent is Reverend Susan Atkinson-Jones. She was assisted during the year by the Associate Rector, Reverend Michael Gentry, and, on a part-time basis, by Reverend Martin Hayward. All members of the clergy, supported by 4 lay readers, provide ministry across all four churches in the benefice.

The PCC and parishioners were very sad to say goodbye to Reverend Michael Gentry shortly after the year end on his move to take up a new post as Vicar of St. Mark's, Bromley. The PCC hopes that a new priest will be appointed during 2026 to assist Reverend Susan in her care of the 4 churches in the benefice.

Aims and Objectives

The PCC is committed to enabling as many people as possible to worship and to become part of the parish community at St. Martin's and Well Hill. The PCC maintains an overview of worship and makes suggestions on how services can involve the various groups that live within the parish.

Services

The PCC offers a range of services that parishioners find both spiritually fulfilling and socially beneficial. During 2025 the PCC continued to support the use of the Book of Common Prayer at St. Martin's as well as using orders of service from Common Worship. Regular services were held at St. Martin's on Sundays at 10.00am and 6.30pm, as well as on Wednesdays at 9.30am. Services were held at Well Hill Mission church on the second and fourth Sundays of the month at 10.00am. From February 2026, the times of the morning services changed to 9.30am at St. Martin's and 11.00am at Well Hill, to reflect there being only one full time priest in the benefice. Other service times remain unchanged.

A benefice service is held in each church in the benefice by rotation if there is a 5th Sunday in the month. A Taizé service is held monthly in St. Martin's. Messy church is held once a month on a Saturday at the church hall at St. Mary's Green St. Green. Other services may be arranged to celebrate events in the Christian year or other special occasions. Details of services, both regular and special, are provided online at the parish's pages on AChurchNearYou (ACNY) and published in the monthly church magazine and Chelsfield Village Voice.

The church of St. Martin of Tours is open daily for private prayer. The Brass Crosby Room and Parish Room are made available for church and local community groups. Donations are received towards the running costs of these rooms. Well Hill Mission church may be opened between services by contacting the PCC secretary.

Pastoral Care

Any parishioner who is unable to attend services for any reason can request a visit from a member of the clergy, to join in prayer and celebrate communion with them at their homes. They are kept informed of services and activities. Other members of our congregation also identify and regularly visit members of the community who are sick or in need. If requested, prayers are said at Sunday services for those who are sick or in need.

Mission, Evangelism and Social Media

Our magazine keeps parishioners and friends informed of the important matters affecting our churches and parish community and includes articles that help us grow as Christians. It is emailed to interested parties and paper copies are made available in church. Both the parish and the wider benefice have a Mission Action Plan to identify areas of church life where improvements may be made and action taken.

Members of the church take an active part in the activities of Chelsfield and Well Hill, including taking part in the busy annual Village Fair with information about the churches, services and support networks. Concerts and fund-raising events are organized with a view to involving the local community and are well attended.

Information about the parish and services is shown using the ACNY website at www.achurchnearyou/Chelsfield and www.achurchnearyou/Well Hill. The parish's own website will be redeveloped when resources allow. There is an active Facebook page "ChelsfieldStMartins".

Churches and Churchyard

The major Spire Project, which involved recladding the spire with new oak shakes and repairing various areas of stonework was finally completed during the year and a service of blessing held in early December. The PCC was pleased to celebrate the success of this project, with many thanks to the enormous numbers of hours spent by the churchwarden and volunteers, to the many generous donors and to the contractors who completed the works to a high standard. The Spire Appeal restricted fund showed a small deficit of £1.6k at the end of the financial year, but the PCC is confident that pledges still to be received will cover this.

A churchyard working party once a month keeps the churchyard in good order. A laurel tree at the top of the drive had to be removed during the year as it was dying and posed a risk to churchyard users. More tree work has been authorized for 2026 to ensure that the churchyard trees remain healthy and safe.

Well Hill Mission church is a wooden building dating from 1893. It faces the need for extensive repairs to its external woodwork, and during 2025 a project was started to identify priorities, obtain quotes and start a fund-raising campaign to finance the work. The church received several very generous donations, and the work is scheduled to be carried out in the Spring of 2026.

Other repairs and maintenance are undertaken as necessary by both volunteers and contractors.

Church Groups

There are a number of active church groups, including the Toddlers Group, Ladies Group, house groups, church choir, bellringers and a churchyard maintenance working group. A new Men's Group was launched in the year. Details of each of these groups are given on the ACNY website page and in the monthly church magazine.

Deanery and Diocesan Synod Representation

Two members of the PCC are members of the Deanery Synod. One member also is a representative on the Diocesan Synod. These representations maintain the important link between the parish and the wider structure of the church.

Ecumenical Relationships

St. Martin's is a Corporate Member of the Prayer Book Society and is listed on the Small Pilgrim Places Network.

Financial Review

The Financial Statements for the Parish of Chelsfield cover the year ending 31st December 2025. They comprise the consolidated figures for St. Martin's, Well Hill Mission church and the Toddlers Group, each of which maintain separate finances during the year. The charts below show an analysis of general unrestricted income and expenditure.

There was a small deficit of £1.1k on the general unrestricted fund, compared with a surplus of £6.7k last year. Voluntary and fundraising income was reduced and expenditure increased. The PCC examines expenditure against budget carefully during the year through meetings of the Finance Committee and bi-monthly full PCC meetings. St Martin's joined the Parish Giving Scheme towards the end of the year, during a Giving campaign, and it is hoped that this will encourage greater voluntary giving by parishioners and others. Income in the year was also affected by the decision not to hold a church fete, due to the lack of manpower available to organise it. This has been both a significant contributor to fund-raising income in previous years, and a popular community day. It is intended to run a church fete again in 2026.

INCOME £85.2k



- Voluntary giving £53.8k
- Fundraising £6.2k
- Lettings £8.3k
- Weddings, funerals and other income £8.7k
- Interest £8.2k

EXPENDITURE £86.3k



- Ministry costs £48.3k
- Upkeep of churches and churchyards £29.5k
- Administration and governance £6.6k
- Charitable giving £1.4k
- Fundraising costs £474

The PCC supports a number of charities. The majority of charitable giving is made from the restricted funds with special collections at services and on other occasions. A total of £6.2k was donated to charities in the year, of which £1.4k was funded from the PCC's general funds.

The Financial Statements for 2024 included a note regarding funds held which had been received in error from a legacy. The Charity Commission approved the ex-gratia payment of these funds to the testator's intended recipient, and reimbursement was made in 2025.

There are 6 restricted funds, where income received must be spent on the specified purpose. The restriction can arise from a donor's wishes or may be as a result of the launch of an advertised fundraising project.

The restricted funds are:

The Spire Appeal - launched in 2022 to raise funds for the repair of the spire of the parish church and associated stonework. As noted above, the project works were completed in the year, and the PCC is confident that the small deficit on the Spire Appeal Fund will be covered by pledges not collected by the year-end.

The Restoration Fund - a historical fund for the repair of the parish church. Donations were received in the year of £8.4k. No expenditure from the fund was made during the year.

The Churchyard Fund - a fund for the upkeep of the churchyard at St. Martin's. Donations totalling £11.6k were received in the year, and expenditure of £1.5k incurred.

Charities Fund - this fund is used for special fundraising in the parish on behalf of nominated charities. A total of £4.9k was raised and donated during the year from this fund.

Toddlers' Group - the Toddlers' Group keeps its own funds for running the group and the fund had a balance of £504 at the year end.

Well Hill Repairs Fund - launched during the year to raise funds for essential repairs to the external woodwork and frame of the church. Generous donations were received and the fund balance stood at £42.4k at the year end. The work will be carried out in the Spring of 2026.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves which equates to a minimum of 6 months of general expenditure averaged over 3 years. It is held to smooth out fluctuations in cash flow and meet emergencies. Free reserves are defined as unrestricted funds, excluding fixed assets, and Well Hill Mission funds. The balance of unrestricted free reserves at the end of the year was £90.2k which represented just over 12 months' general expenditure.

Short-term funds balances are held with the CCLA Church of England CBF Deposit Fund and the Diocesan Board of Finance, primarily with the Diocesan Church Repair Fund.

Risk Management and Safeguarding

In compliance with the recommendations from Diocese of Rochester the Parish Safeguarding Officer (PSO) has responsibility for the safeguarding of children and vulnerable adults. Appropriate training has been undertaken by the PSO. PCC members are DBS checked and undertake safeguarding training courses. Safeguarding policies are approved annually by the PCC. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016.

St. Martin's church, Well Hill Mission church and the Parish Room are insured with Ecclesiastical Insurance. Policy limits for the three locations are: St. Martin's building and contents £13.3m, Well Hill Mission church's building and contents £3.66m. The Parish Room building and contents £3.33m. In all cases the policy limits are significantly in excess of rebuilding / replacement costs. Public liability insurance and employer's liability cover is in place for £10m each. There were no insurance claims during the year.

Structure, Governance and Management

Chelsfield Parish is part of the Diocese of Rochester. It operates under the Church Representation Rules 2020 under the Church Representation and Ministers Measure 2019, as updated from time to time. The PCC is a registered charity under the full name of The Parochial Church Council of the Ecclesiastical Parish of St. Martin of Tours Chelsfield, registered number 1131573.

PCC members are appointed in accordance with the Church Representation Rules. Membership consists of the clergy, churchwardens, synod representatives and members elected by those members of the congregation who are on the Electoral Roll of the parish. On 31 December 2025 there were 93 members on the Electoral Roll. PCC meetings are generally held every 2 months.

Three sub-committees have delegated powers and meet between full meetings of the PCC:

Standing Committee: - has the power to transact business between full PCC meetings, subject to limitations set by the PCC. Its members are the clergy, churchwardens, lay reader, treasurer and secretary and any other member of the PCC as elected from time to time

Finance Committee: - discusses budgets, financial updates and any major financial matters arising and makes recommendations to the full PCC. It has the same membership as the Standing Committee, but other members with financial expertise are co-opted as required.

Charities Committee: - discusses and recommends to the PCC a selection of charities to be supported during the year, and other charities may be identified as circumstances arise.

Volunteers

The work of the parish and its achievements are dependent upon the unquantifiable time and talents its members bring to support all its activities. The PCC takes this opportunity to thank all who have contributed during the year in any way to support the mission of the parish.

Administrative Information

The church of St. Martin of Tours, Chelsfield is situated in the London Borough of Bromley and is located on the corner of Church Road and Court Road, Chelsfield, Kent. What3words ref: finger.amused.rate.

Well Hill Mission church is situated just outside the London Borough of Bromley, in Kent. It is located about a mile east of Chelsfield Village and is reached at the end of a single-lane track leading off Well Hill. What3words ref: itself.maps.mason.

The correspondence address for the parish is through the Benefice office at St. Mary's Church, Worlds End Lane Orpington BR6 6AG and via email at office@smasch.org.

Trustees

PCC members are trustees of the registered charity. Members who served at any time from 1st January 2025 until the date this report was approved are:

Ex Officio members:

Rector:	Rev'd Susan Atkinson-Jones
Associate Rector:	Rev'd Michael Gentry (to 9th February 2026)
Assistant Curate:	Rev'd Martin Hayward
Churchwarden:	Philippa Rooke

Representatives on the Deanery or Diocesan Synods:

Paul Gosling
Stephen McCann
Mary Tozer

Elected Members:

Karen Barter	
Michael Choong	
Caroline Davis	
Barry Foale	(to 22nd May 2025)
Tony Hemmings	(to 22nd May 2025)
Val Hemmings	(to 22nd May 2025)
Ken l'Anson	(Reader)
Anne Ireland	(Secretary)
Jackie McCann	
Chris Mead	(Treasurer)
Jonathan Sargent	
Angela Wilkins	

Co-opted:

Barry Foale	(from 25th September 2025)
Margaret Warren-Axe	(from 20th November 2025)

PSO:

Stephen McCann	(to 31st December 2025)
Margaret Warren-Axe	(from 1st January 2026)

Bankers:

HSBC, 249 High Street, Orpington, Kent

Independent Examiner:

Melanie Bailey

Adopted by the PCC on
and signed on their behalf by:



25th March 2026

The Reverend Susan Atkinson-Jones
Chairman

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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 Act.

Independent examiner's statement

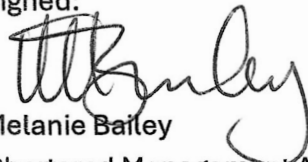
The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Management Accountants.

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

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

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

Signed:



Melanie Bailey
Chartered Management Accountant
Rochester Diocese Board of Finance
St Nicholas Church
Boley Hill
Rochester ME1 1SL

Date: 20 March 2026

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2025**

		Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
	<u>Note</u>	£	£	£	£
INCOME					
Voluntary income	2a	53,775	157,014	210,789	103,606
Activities for generating funds	2b	14,541	1,822	16,363	27,041
Income from short term deposits	2c	8,168	16,596	24,764	15,511
Income from church activities	2d	8,734	264	8,998	11,320
TOTAL INCOME		85,218	175,696	260,914	157,478
EXPENDITURE					
Church activities	3a	85,249	220,880	306,129	146,561
Raising funds	3b	474	897	1,371	2,170
Governance	3c	600	0	600	100
TOTAL EXPENDITURE		86,323	221,777	308,100	148,831
NET SURPLUS / (DEFICIT) FOR YEAR		(1,105)	(46,081)	(47,186)	8,647
Transfers between funds	6	0	0	0	0
NET MOVEMENT IN FUNDS		(1,105)	(46,081)	(47,186)	8,647
TOTAL FUNDS BROUGHT FORWARD		155,867	241,003	396,870	388,223
TOTAL FUNDS CARRIED FORWARD		154,762	194,922	349,684	396,870

BALANCE SHEET AT 31ST DECEMBER

		2025 £	2024 £
FIXED ASSETS			
Tangible fixed assets	7	<u>46,401</u>	<u>46,401</u>
		<u>46,401</u>	<u>46,401</u>
CURRENT ASSETS			
Debtors and prepayments	8	5,975	9,781
Short term deposits		261,133	419,930
Cash at bank and in hand		<u>40,861</u>	<u>79,398</u>
		307,969	509,109
CURRENT LIABILITIES			
Creditors - amounts falling due within one year	9	4,686	158,640
NET CURRENT ASSETS		<u>303,283</u>	<u>350,469</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
Creditors - amounts falling due after one year		0	0
TOTAL NET ASSETS		<u><u>349,684</u></u>	<u><u>396,870</u></u>
PARISH FUNDS	10		
Unrestricted		154,762	155,867
Restricted		194,922	241,003
TOTAL FUNDS		<u><u>349,684</u></u>	<u><u>396,870</u></u>

Approved by the PCC on 25th March 2026 and signed on its behalf by Reverend Susan Atkinson-Jones

S F. Atkinson-Jones

Chairman

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2025

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also prepared under FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)1).

ASSETS

Consecrated and benefice property

Consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by S10(2)(a) and (c) of the Charities Act 2011 and such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity

An impairment review is carried out at each year-end and any specific resultant loss identified included in the expenditure for the year. No such loss has been identified in the year.

Freehold land - "Landers Piece" is a 0.18 acres piece of land previously used as an overflow car park, valued as fallow agricultural land. It was valued at £2,250 in 2015 and the trustees consider this to remain a fair value.

Parish Room - this is 38.3% owned by the PCC, with the balance owned by the Diocese. It is leasehold property with 45 years of a 99 year lease still to run for a peppercorn rent. It was valued at £45,500 in 2015. It has not yet been possible to obtain guidance from the Diocese what a fair open market value attributable to the PCC should be. Until this is determined, the value showing in the accounts has been held at the 2015 value.

Moveable church furnishings are capitalised at cost and depreciated over their useful economic life. If their cost is unknown or impossible to estimate the item is not capitalised. All items are listed in the Church's inventory.

Other tangible fixed assets are capitalised at cost if over £1,000 and have a useful life of more than one year. If donated, they are capitalised at a reasonable estimate of open market value at the date of receipt.

Short term deposits

Cash is held on short deposit with CCLA, the Diocese and at the bank.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC.

Restricted Funds

These are funds that must be spent on specific purposes either as advertised by the PCC in fundraising or by donors.

Endowment Funds

There are no endowment funds.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF TOURS, CHELSFIELD
Registered Charity: 1131572

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2025 (cont)

2	INCOME	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>TOTAL</u> <u>2025</u>	<u>TOTAL</u> <u>2024</u>
		£	£	£	£
2(a)	Voluntary income:				
	Planned giving with Gift Aid	22,111	0	22,111	25,608
	Gift Aid recoverable	8,241	0	8,241	8,134
	Planned giving without Gift Aid	7,200	0	7,200	7,140
	Open plate collections at services	7,204	4,863	12,067	17,611
	Other donations	9,019	64,531	73,550	38,783
	Grants	0	87,620	87,620	330
	Legacies	0	0	0	6,000
		<u>53,775</u>	<u>157,014</u>	<u>210,789</u>	<u>103,606</u>
2(b)	Activities for generating funds:				
	Parish Room lettings	4,889	0	4,889	3,742
	Brass Crosby room lettings	2,600	0	2,600	2,450
	Well Hill lettings	400	0	400	800
	Grazing on lands leased by the PCC	396	0	396	880
	Well Hill concert	1,092	197	1,289	1,050
	Fetes, raffles and other events	5,164	1,625	6,789	18,119
		<u>14,541</u>	<u>1,822</u>	<u>16,363</u>	<u>27,041</u>
2(c)	Income from short term deposits:				
	Bank and CCLA Deposit Fund Interest	8,168	16,596	24,764	15,511
		<u>8,168</u>	<u>16,596</u>	<u>24,764</u>	<u>15,511</u>
2(d)	Income from church activities:				
	Church magazine	36	0	36	26
	PCC fees for weddings & funerals	6,707	0	6,707	7,776
	Extras for weddings & funerals	1,376	0	1,376	1,568
	Toddler Group	0	227	227	389
	Other	615	37	652	1,561
		<u>8,734</u>	<u>264</u>	<u>8,998</u>	<u>11,320</u>
	TOTAL INCOME	<u>85,218</u>	<u>175,696</u>	<u>260,914</u>	<u>157,478</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF TOURS, CHELSFIELD
Registered Charity: 1131572

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2025 (cont)

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	TOTAL 2025 £	TOTAL 2024 £
3(a) Cost of Church Activities:				
Missionary and charitable giving:				
Overseas - Relief & Development agencies	944	1,662	2,606	11,137
Secular charites	406	3,201	3,607	1,378
	<u>1,350</u>	<u>4,863</u>	<u>6,213</u>	<u>12,515</u>
Ministry:				
Diocesan parish share	42,849	0	42,849	41,307
Clergy working expenses	1,716	0	1,716	1,536
Rectory costs	3,784	0	3,784	3,690
	<u>48,349</u>	<u>0</u>	<u>48,349</u>	<u>46,533</u>
Running costs:				
Church running expenses (incl Insurance)	7,269	2,699	9,968	4,530
Church utility bills	4,556	0	4,556	4,541
Church maintenance (incl organ tuning)	3,144	211,217	214,361	53,473
Furniture and fittings	144	0	144	806
Upkeep of services	1,135	0	1,135	772
Publicity and books	108	0	108	66
Hospitality and provisions	128	0	128	301
Fees for organists	1,710	0	1,710	1,716
Honarium choirmaster	500	0	500	500
Toddler Group	0	241	241	303
Upkeep of churchyard	5,422	1,699	7,121	6,492
Messy Church	24	0	24	188
Parish Room	3,317	0	3,317	4,346
Brass Crosby Room	1,617	0	1,617	1,855
Glebe field	0	0	0	484
Benefice management and administration	5,921	0	5,921	5,925
Bank charges	99	0	99	124
Other sundry costs	456	161	617	1,091
	<u>35,550</u>	<u>216,017</u>	<u>251,567</u>	<u>87,513</u>
Total cost of church activities:	<u>85,249</u>	<u>220,880</u>	<u>306,129</u>	<u>146,561</u>
3(b) Cost of Raising Funds:				
Costs of raising funds	474	897	1,371	2,170
3(c) Governance:				
Independent examiner fee	600	0	600	100
TOTAL EXPENDITURE	<u>86,323</u>	<u>221,777</u>	<u>308,100</u>	<u>148,831</u>

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2025 (cont)

4 ANALYSIS OF RUNNING COSTS INCLUDING ALLOCATION OF SUPPORT COSTS	Direct costs	Support costs	TOTAL 2025
	£	£	£
Church activities, running and maintenance	72,945	6,020	78,965
	2025		2024
	£		£
Independent examiner's remuneration	600		100

5 STAFF COSTS

The PCC employs no salaried staff.

The PCC made payments to organists, cleaners and gardeners as private contractors paying against invoice.

5(a) RELATED PARTIES

As in previous years, a honorarium payment of £500 was made to C Mead for his role as Choirmaster.

C Mead is also Treasurer and a PCC member.

A total of £1,532 was paid to 4 PCC members for travel expenses and duties at weddings and funerals (2024 - £969)

Members of the PCC and their close families donated a total of £15,675 to the churches in the parish (2024 - £15,202)

6 ANALYSIS OF TRANSFER BETWEEN FUNDS

There were no transfers between funds during the year.

7 FIXED ASSETS

(all unrestricted and functional)

	Freehold Land	Leasehold Buildings	Other tangible fixed assets	Total
	£	£	£	£
Tangible Fixed Assets				
Cost or valuation at 1 January 2025	1,000	45,400	878	47,278
Disposals	0	0	0	0
Loss on Revaluation	0	0	0	0
Cost or valuation at 31 December 2025	1,000	45,400	878	47,278
Depreciation b/fwd at 1 January 2025	0	0	877	877
Charged in year	0	0	0	0
Depreciation c/fwd at 31 December 2025	0	0	877	877
Net book value at 31 December 2025	1,000	45,400	1	46,401
Net book value at 31 December 2024	1,000	45,400	1	46,401

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

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2025 (cont)

8 CURRENT ASSETS

	2025	2024
Debtors (Unrestricted funds):	£	£
Income tax recoverable	2,756	2,813
Other debtors	3,219	6,968
TOTAL DEBTORS	5,975	9,781

9 LIABILITIES

	2025	2024
Amounts falling due within one year (unrestricted funds):		
Accruals and deferred income	476	1,088
Creditors for goods and services	440	1,909
Other creditors	3,770	6,481
	4,686	9,478
Amounts falling due within one year (restricted funds):		
Legacy received in error to be returned	0	111,268
Spire materials (restricted funds)	0	37,894
TOTAL LIABILITIES	4,686	158,640

10 SUMMARY OF FUND MOVEMENTS

Restricted Funds	Spire Appeal	Restoration Fund	Churchyard Fund	Charities Fund
	£	£	£	£
Balance at 1 January 2025	105,268	73,360	61,858	0
Income	108,282	8,446	11,605	4,863
Expenditure	(215,160)	0	(1,513)	(4,863)
Transfer between funds	0	0	0	0
Balance at 31 December 2025	(1,610)	81,806	71,950	0

Restricted Funds (cont)

	Toddlers Group	Well Hill Repairs	Total
	£	£	£
Balance at 1 January 2025	517	0	241,003
Income	228	42,272	175,696
Expenditure	(241)	0	(221,777)
Transfer between funds	0	0	0
Balance at 31 December 2025	504	42,272	194,922

	Unrestricted	Restricted	Total
	£	£	£
Balance at 1 January 2025	155,867	241,003	396,870
Income	85,218	175,696	260,914
Expenditure	(86,323)	(221,777)	(308,100)
Transfers between funds	0	0	0
Balance at 31 December 2025	154,762	194,922	349,684

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF TOURS, CHELSFIELD
Registered Charity: 1131572

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2025 (cont)

11 SUMMARY OF ASSETS BY FUND	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Tangible Fixed Assets	46,401	0	46,401
Current Assets	113,047	194,921	307,968
Liabilities - Amounts falling due within one year	(4,686)	0	(4,686)
Fund balances at 31st December 2025	154,762	194,921	349,683

Accounts

**Report and Accounts for the Parochial Church Council
of the Ecclesiastical Parish of St. Martin of Tours, Chelsfield
Registered Charity No: 1131573
2024**

Objects

The Parochial Church Council (PCC) of the parish of Chelsfield is responsible for working with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the financial affairs of the parish and the maintenance of the parish church and churchyard of St. Martin of Tours, Chelsfield, Well Hill Mission church in Well Hill and the Parish Room in Skibbs Lane, Chelsfield.

The parish is part of the Benefice of Chelsfield with Green Street Green and Pratts Bottom. Each parish retains its own PCC.

Clergy

The Rector and Incumbent is Reverend Susan Atkinson-Jones. She is assisted by the Associate Rector, Reverend Michael Gentry, and, on a part-time basis, by Reverend Martin Hayward. All members of the clergy, supported by 4 lay readers, provide ministry across all four churches in the benefice.

Aims and Objectives

The PCC is committed to enabling as many people as possible to worship and to become part of the parish community at St. Martin's and Well Hill. The PCC maintains an overview of worship and makes suggestions on how services can involve the various groups that live within the parish.

Services

The PCC offers a range of services that our parishioners find both spiritually fulfilling and socially beneficial. During 2024 the PCC continued to support the use of the Book of Common Prayer at St. Martin's as well as using the orders of service from Common Worship. Regular services are held at St. Martin's on Sundays at 10.00am and 6.30pm, as well as on Wednesdays at 9.30am. Services are held at Well Hill Mission church on the second and fourth Sundays of the month at 10.00am. A benefice service is held in each church in the benefice by rotation if there is a 5th Sunday in the month.

A Taizé service is held monthly in St. Martin's. Messy church is held once a month on a Saturday at the church hall at St. Mary's Green St. Green.

Other services may be arranged to celebrate events in the Christian year or other special occasions. Details of services, both regular and special, are provided online at the parish's page on A Church Near You and published in the monthly church magazine and Chelsfield Village Voice.

The church of St. Martin of Tours is open daily for private prayer. The Brass Crosby Room and Parish Room are made available for church and local community groups. Donations are received towards the running costs of these rooms. Well Hill Mission church may be opened between services by contacting the PCC secretary.

Pastoral Care

Any parishioner who is unable to attend services for any reason can request a visit from a member of the clergy, to join in prayer and celebrate communion with them at their homes or in hospital. They are kept informed of services and activities. Other members of our

congregation also identify and regularly visit members of the community who are sick or in need. If requested, prayers are said at Sunday services for those who are sick or in need. Sadly the Memory Café, which provided a social environment for people living with dementia and their carers had to close during the year due to diminishing numbers.

Mission, Evangelism and Social Media

Our magazine keeps parishioners and friends informed of the important matters affecting our churches and parish community and includes articles that help us grow as Christians. Both the parish and the wider benefice have a Mission Action Plan to identify areas of church life where improvements may be made and action taken.

There is an active Facebook page “ChelsfieldStMartins”. A magazine is published and emailed to interested parties. Paper copies of the magazine are also available.

The parish’s own website requires redevelopment, but information about the parish and services is given at www.achurchnearyou.com/chelsfield.

Churches and Churchyard

The repair of the spire and associated stonework has continued to be the major project during the year. Unfortunately the work, which it had originally been hoped to carry out in the summer of 2024, had to be postponed to the spring of 2025 due to delays in receiving the necessary permissions and licences from the various governing bodies. Work commenced in March 2025, and it is hoped that it will be completed by the summer.

Fundraising for the Spire Appeal continued through the year, and in spite of increased costs due to the delays, the majority of the funds required have been received or pledged. £45.4k was received in donations to the Appeal during the year. A total of £52.7k expenditure was incurred in the year, for professional fees, the purchase of the new oak shingles and other preliminary costs, leaving a balance on the fund at 31st December 2024 of £105.3k. Pledges for donations to be given in 2025, together with further fund-raising activities, are expected to cover the remaining expenditure on the project.

Other repairs and maintenance are undertaken as necessary by both volunteers and contractors.

Church Groups

There are a number of active church groups, including the Toddlers Group, Ladies Group, Focus Group, church choir, bellringers and a churchyard maintenance working group. Details of each of these groups are given on the website and in the monthly church magazine.

Deanery and Diocesan Synod Representation

Two members of the PCC are members of the Deanery Synod. One member also is a representative on the Diocesan Synod. These representations maintain the important link between the parish and the wider structure of the church.

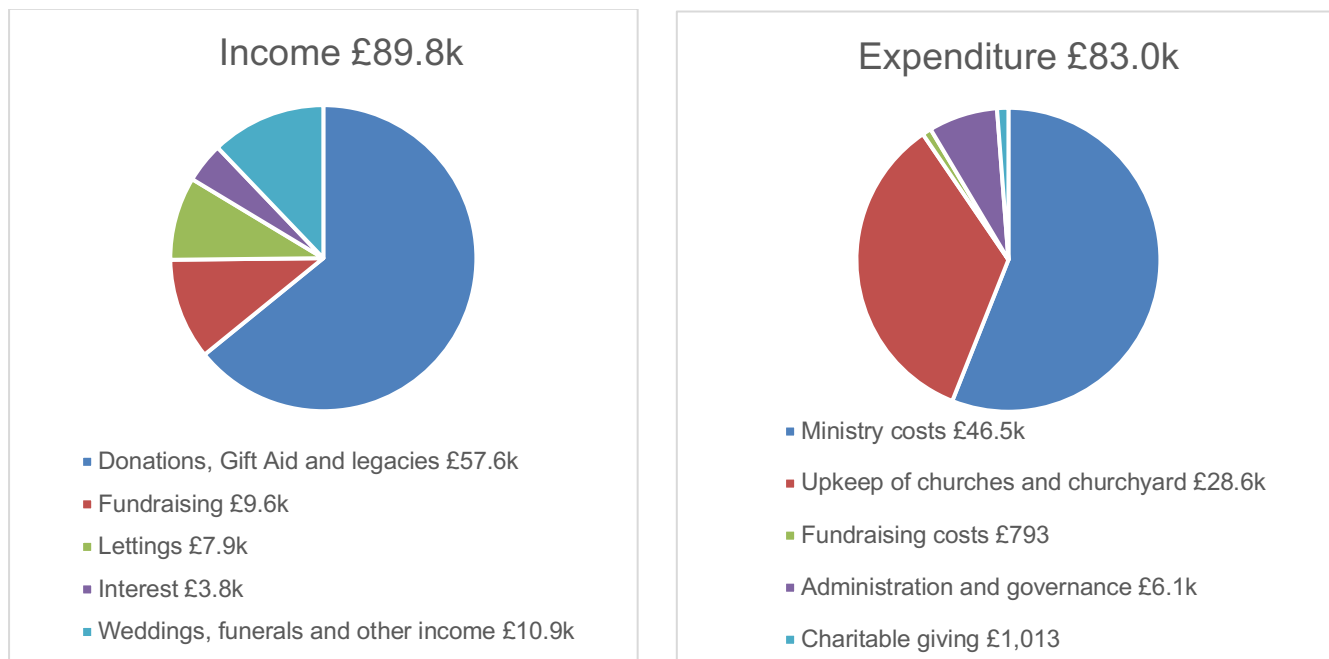
Ecumenical Relationships

St. Martin's is a member of 'Churches Together in Orpington', and a Corporate Member of the Prayer Book Society and is listed on the Small Pilgrim Places Network.

Financial Review

The Financial Statements for the Parish of Chelsfield cover the year ending 31st December 2024.

The net surplus for the year over all funds was £8.6k, of which £6.8k related to unrestricted funds. A summary of unrestricted income and expenditure is shown in the charts below:



The majority of charitable giving is made from the restricted funds with special collections at services and on other occasions. Along with the £1k from unrestricted funds shown above, a total of £12.5k was donated to selected charities during the year, increased from £10.8k in 2023.

There are 5 restricted funds, where the income received has to be spent on the specified purpose. The restriction can arise from a donor's wishes that a donation is spent on a particular thing, or may be as a result of the launch of an advertised project, such as the Spire Appeal. It may also arise from the activities of one of the church groups, such as the Toddlers' group.

The restricted funds are:

The Spire Appeal - launched in 2022 to raise funds for the repair of the spire of the parish church and associated stonework. As noted above, the majority of the funds have already been raised or pledged.

The Restoration Fund - a historical fund for the repair of the parish church. Donations were received in the year of £9.3k. No expenditure from the fund was made during the year.

The Churchyard Fund - a fund for the upkeep of the churchyard at St. Martin's. Donations totalling £5.3k were received in the year, and expenditure of £1.3k incurred.

Charities Fund - this fund is used for special fundraising in the parish on behalf of a particular charity. A Focus group recommends to the PCC a selection of charities to be supported during the year, and other charities may be identified as circumstances arise. A total of £11.5k was raised and donated during the year from this fund.

Toddlers' Group - the Toddlers' Group keeps its own funds for running the group.

The Balance Sheet includes the sum of £111.3k (2023: £109.6k) in both short-term deposits and creditors. This represents a restricted legacy of £103.7k received in 2022, plus accumulated interest. As reported last year, the PCC was informed by the testator's solicitors that the legacy was not intended for the parish contrary to the wording of the signed and witnessed Will which named the church of St. Martin of Tours, Chelsfield. Any payment to the intended legatee by the PCC has legally to be approved by the Charity Commission, and there have been discussions through the year between nominated PCC members, the Diocesan solicitors and the Charity Commission to try to achieve the required approval. The PCC has incurred legal and other costs in dealing with the matter, and it has been agreed that these will be deducted from the legacy amount. In late March 2025, the Charity Commission approved a draft Order for the ex-gratia payment of the legacy, less agreed costs, to the intended beneficiary, and, on receipt of the final Order the payment will be made.

Well Hill Mission church and the Toddlers Group maintain separate finances which are consolidated into the parish figures. Well Hill Mission church made a surplus of £2,812 (2023: £1,883). The Toddlers Group made a small surplus of £114.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves which equates to a minimum of 6 months of general expenditure averaged over 3 years. It is held to smooth out fluctuations in cash flow and meet emergencies. Free reserves are defined as unrestricted funds, excluding fixed assets, and Well Hill Mission church funds. The balance of unrestricted free reserves at the end of the year 2024 was £97.4k which represented approximately 15 months' general expenditure.

Short-term funds balances are held with the CCLA Church of England CBF Deposit Fund and the Diocesan Board of Finance, primarily with the Diocesan Church Repair Fund.

Risk Management and Safeguarding

In compliance with the recommendations from Diocese of Rochester the Parish Safeguarding Officer (PSO) has responsibility for the safeguarding of children and vulnerable adults. Appropriate training has been undertaken by the PSO. PCC members are DBS checked and undertake safeguarding training courses. Safeguarding policies are approved annually by the PCC. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016.

St. Martin's church, Well Hill Mission church and the Parish Room are insured with Ecclesiastical Insurance. St. Martin's building and contents are insured for £13.3m. Well Hill Mission church's building is insured for £3.33m. The Parish Room, including contents, are insured for £3.33m. Public liability insurance and employer's liability cover is in place for £10m each. There were no insurance claims during the year.

Structure, Governance and Management

Chelsfield Parish is part of the Diocese of Rochester. It operates under the Church Representation Rules 2020 under the Church Representation and Ministers Measure 2019, as updated from time to time. The PCC is a registered charity under the full name of The Parochial Church Council of the Ecclesiastical Parish of St. Martin of Tours Chelsfield, registered number 1131573.

PCC members are appointed in accordance with the Church Representation Rules. Membership consists of the clergy, churchwardens, synod representatives and members elected by those members of the congregation who are on the Electoral Roll of the parish. On 31 December 2024 there were 105 members on the Church Electoral Roll. PCC meetings are generally held every 2 months.

A number of sub-committees have delegated powers and meet between full meetings of the PCC:

Standing Committee: - has the power to transact business between full PCC meetings, subject to limitations set by the PCC. Its members are the clergy, churchwardens, lay reader, treasurer and secretary.

Finance Committee: - discusses budgets, financial updates and any major financial matters arising and makes recommendations to the full PCC. It has the same membership as the Standing Committee, but other members with financial expertise are co-opted as required.

Volunteers

The work of the parish and its achievements are dependent upon the unquantifiable time and talents its members bring to support all of its activities. The PCC takes this opportunity to thank all who have contributed during the year in any way to support the mission of the Church.

Administrative Information

The church of St. Martin of Tours, Chelsfield is situated in the London Borough of Bromley and is located on the corner of Church Road and Court Road, Chelsfield, Kent. What3words ref: finger.amused.rate.

Well Hill Mission church is situated just outside the London Borough of Bromley, in Kent. It is located about a mile east of Chelsfield Village and is reached at the end of a single-lane track leading off Well Hill. What3words ref: itself.maps.mason.

The correspondence address for the parish is through the Benefice office at St. Mary's Church, Worlds End Lane Orpington BR6 6AG and via email at office@smasch.org.

Trustees

PCC members are trustees of the registered charity. Members who served at any time from 1st January 2024 until the date this report was approved are:

Ex Officio members:

Rector: Rev'd Susan Atkinson-Jones
Associate Rector: Rev'd Michael Gentry
Assistant Curate: Rev'd Martin Hayward
Churchwardens: Philippa Rooke
Paul Gosling (to 21st April 2024)
Representatives on the Deanery or Diocesan Synods:
Paul Gosling, Stephen McCann and Mary Tozer

Elected Members:

Karen Barter
Michael Choong
Caroline Davis
Barry Foale (Treasurer to 1st August 2024)
Tony Hemmings
Val Hemmings
Ken l'Anson (Reader)
Anne Ireland (Secretary)
Jackie McCann
Wendy McDonnell
Jonathan Sargent
Paul Venton (to 21st April 2024)
Angela Wilkins (from 21st April 2024)
Chris Mead (Treasurer from 1st August 2024)

Co-opted:

Safeguarding Officer:

Stephen McCann

Bankers:

HSBC, 249 High Street, Orpington, Kent

Independent Examiner:

D J Lewis

Adopted by the PCC on
and signed on their behalf by:



16th April 2025

The Reverend Susan Atkinson-Jones
(Chairman)

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2024**

		Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	<u>Note</u>	£	£	£	£
INCOME					
Voluntary income	2a	57,567	46,039	103,606	190,887
Activities for generating funds	2b	17,502	9,539	27,041	20,295
Income from short term deposits	2c	3,757	11,754	15,511	9,724
Income from church activities	2d	10,931	389	11,320	9,733
TOTAL INCOME		89,757	67,721	157,478	230,639
EXPENDITURE					
Church activities	3a	82,138	64,423	146,561	109,282
Raising funds	3b	793	1,377	2,170	996
Governance	3c	100	0	100	100
TOTAL EXPENDITURE		83,031	65,800	148,831	110,378
NET INCOME BEFORE REVALUATION		6,726	1,921	8,647	120,261
Net loss on revaluation of assets	3c	0	0	0	-1,250
NET INCOME		6,726	1,921	8,647	119,011
Transfers between funds	6	0	0	0	0
NET MOVEMENT IN FUNDS		6,726	1,921	8,647	119,011
TOTAL FUNDS BROUGHT FORWARD		149,141	239,082	388,223	269,212
TOTAL FUNDS CARRIED FORWARD		155,867	241,003	396,870	388,223

BALANCE SHEET AT 31ST DECEMBER

		2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	7	46,401	46,401
Investments		0	0
		<u>46,401</u>	<u>46,401</u>
CURRENT ASSETS			
Debtors and prepayments	8	9,781	25,182
Short term deposits		419,930	415,592
Cash at bank and in hand		79,398	21,674
		<u>509,109</u>	<u>462,448</u>
CURRENT LIABILITIES			
Creditors - amounts falling due within one year	9	158,640	120,626
NET CURRENT ASSETS		<u>350,469</u>	<u>341,822</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
Creditors - amounts falling due after one year		0	0
TOTAL NET ASSETS		<u><u>396,870</u></u>	<u><u>388,223</u></u>
PARISH FUNDS			
Unrestricted	10	155,867	149,140
Restricted	10	241,003	239,082
TOTAL FUNDS		<u><u>396,870</u></u>	<u><u>388,223</u></u>

Approved by the PCC on 10th April 2025 and signed on its behalf by Reverend Susan Atkinson-Jones

Chairman

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

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also prepared under FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)1).

ASSETS

Consecrated and benefice property

Consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by S10(2)(a) and (c) of the Charities Act 2011 and such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity

An impairment review is carried out at each year-end and any specific resultant loss identified included in the expenditure for the year. No such loss has been identified in the year.

Freehold land - "Landers Piece" is a 0.18 acres piece of land previously used as an overflow car park, valued as fallow agricultural land. It was valued at £2,250 in 2015 and the trustees consider this to remain a fair value.

Parish Room - this is 38.3% owned by the PCC, with the balance owned by the Diocese. It is leasehold property with 45 years of a 99 year lease still to run for a peppercorn rent. It was valued at £45,500 in 2015. It has not yet been possible to obtain guidance from the Diocese what a fair open market value attributable to the PCC should be. Until this is determined, the value showing in the accounts has been held at the 2015 value.

Moveable church furnishings are capitalised at cost and depreciated over their useful economic life. If their cost is unknown or impossible to estimate the item is not capitalised. All items are listed in the Church's inventory.

Other tangible fixed assets are capitalised at cost if over £1,000 and have a useful life of more than one year. If donated, they are capitalised at a reasonable estimate of open market value at the date of receipt.

Short term deposits

Cash is held on short deposit with CCLA, the Diocese and at the bank. Deposits include £111,268 in respect of the legacy received in error.

LIABILITIES

Amounts falling due within one year include the sum of £111,268 in respect of a legacy paid to the PCC in error by the testator's executors. The PCC has applied to the Charity Commission for approval to make an ex-gratia payment on moral grounds to the testator's clearly identified intended beneficiary. Such ex-gratia payment would reflect certain legal costs and other adjustments, significantly reducing the amount to be paid compared with the amount currently provided for.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC.

Restricted Funds

These are funds that must be spent on specific purposes either as advertised by the PCC in fundraising or by donors.

Endowment Funds

There are no endowment funds.

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2024 (cont)

2	INCOME	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>TOTAL</u> <u>2024</u>	<u>TOTAL</u> <u>2023</u>
		£	£	£	£
2(a)	Voluntary income:				
	Planned giving with Gift Aid	25,608	0	25,608	25,599
	Gift Aid recoverable	8,134	0	8,134	7,822
	Open plate collections at services	6,108	11,503	17,611	16,048
	Other donations	11,387	34,536	45,923	131,418
	Legacies	6,000	0	6,000	10,000
	Other income	330	0	330	0
		<u>57,567</u>	<u>46,039</u>	<u>103,606</u>	<u>190,887</u>
2(b)	Activities for generating funds:				
	Parish Room lettings	3,742	0	3,742	8,730
	Brass Crosby room lettings	2,450	0	2,450	3,211
	Well Hill lettings	800	0	800	400
	Grazing on lands leased by the PCC	880	0	880	1,190
	Well Hill concert	1,050	0	1,050	1,288
	Fetes, raffles and other events	8,580	9,539	18,119	5,476
		<u>17,502</u>	<u>9,539</u>	<u>27,041</u>	<u>20,295</u>
2(c)	Income from short term deposits:				
	Bank and CCLA Deposit Fund Interest	3,757	11,754	15,511	9,724
		<u>3,757</u>	<u>11,754</u>	<u>15,511</u>	<u>9,724</u>
2(d)	Income from church activities:				
	Church magazine	26	0	26	47
	PCC fees for weddings & funerals	7,776	0	7,776	7,229
	Extras for weddings & funerals	1,568	0	1,568	2,136
	Toddler Group	0	389	389	321
	Other	1,561	0	1,561	0
		<u>10,931</u>	<u>389</u>	<u>11,320</u>	<u>9,733</u>
	TOTAL INCOME	<u>89,757</u>	<u>67,721</u>	<u>157,478</u>	<u>230,639</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN OF TOURS, CHELSFIELD

Registered Charity: 1131572

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2024 (cont)

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
3(a) Cost of Church Activities:				
Missionary and charitable giving:				
Church Overseas - Missionary societies	0	0	0	0
Overseas - Relief & Development agencies	697	10,440	11,137	5,958
Home - Missionary & other Church Societies	0	0	0	0
Secular charites	316	1,062	1,378	4,875
	<u>1,013</u>	<u>11,502</u>	<u>12,515</u>	<u>10,833</u>
Ministry:				
Diocesan parish share	41,307	0	41,307	39,654
Clergy working expenses	1,536	0	1,536	1,491
Rectory costs	3,690	0	3,690	3,788
	<u>46,533</u>	<u>0</u>	<u>46,533</u>	<u>44,933</u>
Running costs:				
Church running expenses (incl Insurance)	4,435	95	4,530	3,399
Church utility bills	4,541	0	4,541	3,875
Church maintenance (incl organ tuning)	2,512	50,961	53,473	17,564
Furniture and fittings	806	0	806	414
Upkeep of services	772	0	772	1,811
Mission & evangelism	0	0	0	50
Publicity and books	66	0	66	184
Hospitality and provisions	301	0	301	0
Fees for organists	1,716	0	1,716	1,475
Honorarium choirmaster	500	0	500	500
Toddler Group	0	303	303	259
Upkeep of churchyard	5,204	1,288	6,492	6,841
Messy Church	188	0	188	1,459
Parish Room	4,346	0	4,346	7,752
Brass Crosby Room	1,855	0	1,855	2,084
Field	484	0	484	484
PCC expenses	0	0	0	0
Benefice management and administration	5,915	10	5,925	5,085
Bank charges	124	0	124	149
Other sundry costs	827	264	1,091	131
	<u>34,592</u>	<u>52,921</u>	<u>87,513</u>	<u>53,516</u>
Total cost of church activities:	<u>82,138</u>	<u>64,423</u>	<u>146,561</u>	<u>109,282</u>
3(b) Cost of Raising Funds:				
Costs of fete and fund raising events	793	1,377	2,170	826
Concert & Flower Festival (Well Hill)	0	0	0	170
	<u>793</u>	<u>1,377</u>	<u>2,170</u>	<u>996</u>
3(c) Governance:				
Independent examiner fee	100	0	100	100
TOTAL EXPENDITURE	<u><u>83,031</u></u>	<u><u>65,800</u></u>	<u><u>148,831</u></u>	<u><u>110,378</u></u>

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2024 (cont)

4 ANALYSIS OF RUNNING COSTS INCLUDING ALLOCATION OF SUPPORT COSTS	Direct costs	Support costs	TOTAL 2024
	£	£	£
Church activities, running and maintenance	16,789	5,915	22,704
Running costs of Brass Crosby Room, Parish Room, churchyard and Glebe field	11,888	0	11,888
	28,677	5,915	34,592
	2024		2023
	£		£
Independent examiner's remuneration	100		100

5 STAFF COSTS

The PCC employs no salaried staff.

The PCC made payments to organists, cleaners and gardeners as private contractors paying against invoice.

5(a) RELATED PARTIES

As in previous years, a honorarium payment of £500 was made to C Mead for his role as Choirmaster.

C Mead is also Treasurer and PCC member.

No payments or expenses were paid to any other PCC member, persons closely connected to them or related parties

6 ANALYSIS OF TRANSFER BETWEEN FUNDS

There were no transfers between funds during the year.

7 FIXED ASSETS

(all unrestricted and functional)

	Freehold Land	Leasehold Buildings	Other tangible fixed assets	Total
	£	£	£	£
7(a) Tangible Fixed Assets				
Cost or valuation at 1 January 2024	1,000	45,400	878	47,278
Disposals	0	0	0	0
Loss on Revaluation	0	0	0	0
Cost or valuation at 31 December 2024	1,000	45,400	878	47,278
Depreciation b/fwd at 1 January 2024	0	0	877	877
Charged in year	0	0	0	0
Depreciation c/fwd at 31 December 2024	0	0	877	877
Net book value at 31 December 2024	1,000	45,400	1	46,401
Net book value at 31 December 2023	1,000	45,400	1	46,401

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

7(b) Investments

The PCC currently has no investments.

NOTES TO THE FINANCIAL STATEMENTS for the year ending 31st December 2024 (cont)

8 CURRENT ASSETS

	2024	2023
8 Debtors (Unrestricted funds):	£	£
Income tax recoverable	2,813	16,723
Prepayments	0	0
Other debtors	6,968	8,459
Total Debtors	9,781	25,182

9 LIABILITIES

	2024	2023
Amounts falling due within one year (unrestricted funds):		
Accruals and deferred income	1,088	1,740
Creditors for goods and services	1,909	1,142
Other creditors	6,481	8,147
	9,478	11,029
Legacy received in error to be returned	111,268	109,597
Spire materials (restricted funds)	37,894	0
TOTAL LIABILITIES	158,640	120,626

10 SUMMARY OF FUND MOVEMENTS

Restricted Funds	Toddlers	Restoration	Spire	Churchyard	Charities
	£	£	£	£	£
Balance at 1 January 2024	403	68,351	112,528	57,801	0
Income	417	5,009	45,447	5,345	11,503
Expenditure	-303	0	-52,707	-1,288	-11,503
Transfer between funds	0	0	0	0	0
Balance at 31 December 2024	517	73,360	105,268	61,858	0

	Unrestricted	Restricted	Total
	£	£	£
Balance at 1 January 2024	149,141	239,083	388,224
Income	89,757	67,721	157,478
Expenditure	-83,031	-65,801	-148,832
Transfers between funds	0	0	0
Balance at 31 December 2024	155,867	241,003	396,870

11 SUMMARY OF ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Tangible Fixed Assets	46,401		46,401
Current Assets (see note page 3)	118,944	278,897	397,841
Liabilities:			
Amounts falling due in one year (see note page 3)	-9,478	-37,894	-47,372
Amounts falling due after one year	0	0	0
Fund balances	155,867	241,003	396,870

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

I report on the accounts for the year ended 31 December 2024.

Responsibilities and basis of report

The Church's trustees 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 Church's accounts carried out under section 145 of the 2011 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 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 as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

Entries relating to a contested legacy have been handled in accordance with advice from legal experts and are excluded from the charity funds until the issue is resolved.

I have no concerns about the handling of this contested legacy 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.

Signed:



D J Lewis

46 Sutherland Avenue
Petts Wood
Kent
BR5 1RB

12 April 2025

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

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D J Lewis

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Petts Wood
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BR5 1RB

12 April 2025

Accounts

**Report and Accounts for the Parochial Church Council
of the Ecclesiastical Parish of St. Martin of Tours, Chelsfield
Registered Charity No: 1131573
2023**

Introduction

The Parochial Church Council (PCC) of the parish of Chelsfield is responsible for working with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The parish church is St. Martin of Tours, Chelsfield. The parish also contains Well Hill Mission church. The PCC is responsible for the maintenance of the parish church and churchyard of St. Martin of Tours, Well Hill Mission church in Well Hill and the Parish Room in Skibbs Lane, Chelsfield.

The parish is part of the Benefice of Chelsfield with Green Street Green and Pratts Bottom. Each parish retains its own PCC.

Clergy

The Rector and Incumbent is Reverend Susan Atkinson-Jones. She is assisted by the Associate Rector, Reverend Michael Gentry. In September 2023, Reverend Martin Hayward was ordained priest and continued as a self-supporting minister on a part-time basis as Assistant Curate. All members of the clergy, supported by 4 lay readers, provide ministry across all four churches in the benefice.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship and to become part of our parish community at St. Martin's and Well Hill. The PCC maintains an overview of worship and makes suggestions on how services can involve the various groups that live within the parish. The PCC is responsible for the financial affairs of the parish.

Achievements and Performance

The life of the parish has recovered well from the restrictions of Covid pandemic, though attendance at services at St. Martin's remained below pre-pandemic numbers. The church community engages with the wider local community through regular local newsletters and invitations to both church and social events.

Well Hill Mission church celebrated its 130th anniversary since foundation with a very successful flower festival and summer concert.

Plans for the Future

The PCC continues to review activities with a view to increasing the involvement of parishioners in church and community life.

Services

The PCC offers a range of services that our community find both socially beneficial and spiritually fulfilling. During 2024 the PCC continued to support the use of the Book of Common Prayer at St. Martin's as well as using the orders of service from Common Worship. Regular services are held at St. Martin's on Sundays at 10.00am and 6.30pm, as well as on Wednesdays at 9.30am. At Well Hill Mission church, services are held on the second and fourth Sundays of the month at 10.00am. A benefice service is held in each church in the benefice by rotation if there is a 5th Sunday in the month.

Messy church is held once a month on a Saturday at the church hall at St. Mary's Green St. Green.

A new Taizé service started in September 2023 and is continuing on a monthly basis.

Other services may be arranged to celebrate events in the Christian year or other special occasions. Details of services, both regular and special, are provided on the website and published in the monthly magazine.

The church of St. Martin of Tours is open daily for private prayer. The Brass Crosby Room and Parish Room are made available for church and local community groups. Donations are received towards the running costs of these rooms. Well Hill Mission church may be opened between services by contacting the PCC secretary.

Pastoral Care

Any parishioner who is unable to attend services for any reason can request a visit from a member of the clergy, to join in prayer and celebrate communion with them at their homes or in hospital. They are kept informed of services and activities. Other members of our congregation also identify and regularly visit members of the community who are sick or in need. If requested, prayers are said at Sunday services for those who are sick or in need.

The Memory Café meets monthly in the Brass Crosby Room. It is designed to provide a social environment for people living with dementia and their carers. Each meeting includes a short act of worship.

Mission, Evangelism and Social Media

Our magazine keeps parishioners and friends informed of the important matters affecting our churches and parish community and includes articles that help us grow as Christians. Both the parish and the wider benefice have a Mission Action Plan to identify areas of church life where improvements may be made and action taken.

One or more services a week are streamed live from St. Martin's church on the YouTube channel - "St. Martin of Tours Chelsfield". There is an active Facebook page "ChelsfieldStMartins".

The parish website is <http://www.stmartinchelsfield.org.uk>.

Churches and Churchyard

Architects commissioned by the PCC have prepared a specification of works necessary for the repair of the spire of St. Martin's church and of some of the external stonework. Acceptance of a quote for the works is expected in the spring of 2024 with a view to the works being completed over the summer. A fundraising campaign was started in 2023 and has raised the majority of the sums required. Further fund-raising will continue in 2024.

Other repairs and maintenance are undertaken as necessary by both volunteers and contractors as required.

Church Groups

There are a number of active church groups, including the Toddlers Group, Ladies Group, Memory Café, church choir, bellringers and a churchyard maintenance working group. Details of each of these groups are given on the website.

Deanery and Diocesan Synod Representation

Two members of the PCC are members of the Deanery Synod. One member also is a representative on the Diocesan Synod. These representations maintain the important link between the parish and the wider structure of the church.

Ecumenical Relationships

St. Martin's is a member of 'Churches Together in Orpington', and a Corporate Member of the Prayer Book Society and is listed on the Small Pilgrim Places Network.

Financial Review

The Financial Statements for the Parish of Chelsfield cover the year ending 31st December 2023. The net surplus for the year over all funds was £120.3k (2022: £48.4k), before accounting for a small loss on revaluation of an asset of £1,250. The majority of this overall surplus represented the receipt of restricted donations in advance of the expected related expenditure. The net surplus on unrestricted funds was £7.6k (2022: £38k). The 2023 surplus included a one-off legacy of £7k (2022: £36k).

Total income for the year was £230.6k, of which £90.7k was unrestricted. This compares with total income in 2022 of £138.3k of which £116.6k was unrestricted. £117k of the restricted donations received were for the Spire Appeal.

General unrestricted expenditure increased slightly from £78.6k in 2022 to £83.2k in 2023. Unrestricted fund expenditure represents the on-going costs of running the parish and maintaining the churches and churchyard.

The Balance Sheet includes the sum of £109.6k (2022: £105k) in both short-term deposits and creditors. This represents a restricted legacy received in 2022, plus accumulated interest. The PCC was informed by the testator's solicitors that the legacy was not intended for the parish in spite of the wording of the Will which named the church of St. Martin of Tours, Chelsfield. Diocesan solicitors continue to be in correspondence with the testator's solicitors and the matter is yet to be resolved. The legacy was not included in the parish's income.

Well Hill Mission church and the Toddlers Group maintain separate finances which are consolidated into the parish figures. Well Hill Mission church made a surplus of £1,883 (2022: £1,264), of which the 130th anniversary celebrations contributed £1,118. The Toddlers Group made a small surplus of £62.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves which equates to a minimum of 6 months of general expenditure averaged over 3 years. It is held to smooth out fluctuations in cash flow and meet emergencies. Free reserves are defined as unrestricted funds, excluding fixed assets, and Well Hill Mission church funds. The balance of unrestricted free reserves at the end of the year 2023 was £90.2k, which represented approximately 14 months' general expenditure.

Short-term funds balances are held with the CCLA Church of England CBF Deposit Fund and the Diocesan Board of Finance, primarily with the Diocesan Church Repair Fund.

Risk Management and Safeguarding

In compliance with the recommendations from Diocese of Rochester the Parish Safeguarding Officer (PSO) has responsibility for the safeguarding of children and vulnerable adults. Appropriate training has been undertaken by the PSO. PCC members are DBS checked and undertake safeguarding training courses. Safeguarding policies are approved annually by the PCC. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016.

St. Martin's church, Well Hill Mission church and the Parish Room are insured with Ecclesiastical Insurance. St. Martin's building and contents are insured for £8.87m. Well Hill Mission church's building is insured for £2.96m. The Parish Room, including contents, are insured for £2.96m. Public liability insurance cover is for £10m. There were no insurance claims during the year.

Structure, Governance and Management

Chelsfield Parish is part of the Diocese of Rochester. It operates under the Church Representation Rules 2020 under the Church Representation and Ministers Measure 2019, as updated from time to time. The PCC is a registered charity under the full name of The Parochial Church Council of the Ecclesiastical Parish of St. Martin of Tours Chelsfield, registered number 1131573. The PCC is responsible for its financial affairs and for making decisions on all matters of general concern and importance to the parish.

PCC members are appointed in accordance with the Church Representation Rules. Membership consists of the clergy, churchwardens, synod representatives and members elected by those members of the congregation who are on the Electoral Roll of the parish. On 31 December 2023 there were 105 members on the Church Electoral Roll. PCC meetings are held every 2 months.

A number of sub-committees have delegated powers and meet between full meetings of the PCC:

Standing Committee: - has the power to transact business between full PCC meetings, subject to limitations set by the PCC. Its members are the clergy, churchwardens, lay reader, treasurer and secretary.

Finance Committee: - discusses budgets, financial updates and any major financial matters arising and makes recommendations to the full PCC. It has the same membership as the Standing Committee, but other members with financial expertise are co-opted as required.

Volunteers

The work of the parish and its achievements are dependent upon the unquantifiable time and talents its members bring to support all of its activities. The PCC takes this opportunity to thank all who have contributed during the year in any way to support the mission of the Church.

Administrative Information

The church of St. Martin of Tours, Chelsfield is situated in the London Borough of Bromley and is located on the corner of Church Road and Court Road, Chelsfield, Kent. What3words ref: finger.amused.rate.

Well Hill Mission church is situated just outside the London Borough of Bromley, in Kent. It is located about a mile east of Chelsfield Village and is reached at the end of a single-lane track leading off Well Hill. What3words ref: itself.maps.mason.

The correspondence address for the parish is through the Benefice office at St. Mary's Church, Worlds End Lane Orpington BR6 6AG and via email at office@smasch.org.

Trustees

PCC members are trustees of the registered charity. Members who served at any time from 1st January 2023 until the date this report was approved are:

Ex Officio members:

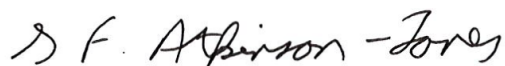
<i>Rector:</i>	Rev'd Susan Atkinson-Jones
<i>Associate Rector:</i>	Rev'd Michael Gentry
<i>Assistant Curate:</i>	Rev'd Martin Hayward
<i>Churchwardens:</i>	Philippa Rooke and Paul Gosling
<i>Representatives on the Deanery or Diocesan Synods:</i>	Paul Gosling, Stephen McCann and Mary Tozer

Elected Members: Karen Barter (from 21st April 2023)
Michael Choong
Caroline Davis
Barry Foale (Treasurer)
Tony Hemmings
Val Hemmings
Ken I'Anson (Reader)
Anne Ireland (Secretary)
Jackie McCann
Wendy McDonnell
Jim Nicol (to 2nd April 2023)
Jonathan Sargent
Paul Venton

Bankers: HSBC, 249 High Street, Orpington, Kent

Independent Examiner: D J Lewis

Adopted by the PCC on
and signed on their behalf by:

A handwritten signature in black ink, reading "S F. Atkinson-Jones". The signature is written in a cursive, flowing style.

The Reverend Susan Atkinson-Jones
(Chairman)

PAROCHIAL CHURCH COUNCIL OF ST.MARTIN-OF-TOUR, CHELSFIELD

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	FUNDS 2022 £
INCOME AND ENDOWMENTS					
Voluntary income	2(a)	57,241	133,646	190,887	112,236
Activities for generating funds	2(b)	20,295	0	20,295	15,835
Income from short term deposits	2(c)	3,833	5,891	9,724	1,979
Income from Church Activities	2(d)	9,412	321	9,733	8,250
Other incoming resources	2(e)	0	0	0	0
TOTAL INCOME		90,781	139,858	230,639	138,300
EXPENDITURE					
Church Activities	3(a)	82,157	27,225	109,382	88,551
Raising Funds	3(b)	996	0	996	1,315
TOTAL EXPENDITURE		83,153	27,225	110,378	89,866
NET INCOME/(EXPENDITURE) BEFORE REVALUATION OF FIXED ASSETS		7,628	112,633	120,261	48,434
NET LOSS ON REVALUATION	7b8a	-1,250	0	-1,250	0
NET INCOME/(EXPENDITURE)		6,378	112,633	119,011	48,434
TRANSFER BETWEEN FUNDS	6	0	0	0	0
NET MOVEMENT IN FUNDS		6,378	112,633	119,011	48,434
Total funds brought forward	11	142,762	126,450	269,212	220,778
Total funds carried forward	1 & 12	149,140	239,083	388,223	269,212

PAROCHIAL CHURCH COUNCIL OF ST.MARTIN-OF-TOUR, CHELSFIELD

BALANCE SHEET AT 31 DECEMBER 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	7(a)	46,401	47,651
Investments	7(b)	<u>0</u>	<u>0</u>
		46,401	47,651
CURRENT ASSETS			
Debtors and prepayments	8(b)	25,182	8,396
Short term deposits	1	415,592	288,798
Cash at bank and in hand		<u>21,674</u>	<u>36,580</u>
		462,448	333,775
LIABILITIES:			
Creditors - amounts falling due within one year	1 & 9	<u>120,626</u>	<u>112,214</u>
NET CURRENT ASSETS / (LIABILITIES)		<u>341,822</u>	<u>221,561</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		388,223	269,212
Creditors - amounts falling due after one year	9	<u>0</u>	<u>0</u>
TOTAL NET ASSETS		<u>388,223</u>	<u>269,212</u>
PARISH FUNDS			
Unrestricted	10	149,140	142,762
Restricted	10	<u>239,083</u>	<u>126,450</u>
		<u>388,223</u>	<u>269,212</u>

Approved by the PCC on 21 March 2024 and signed on its behalf by the Reverend Susan Atkinson-Jones (PCC Chairman)

S F. Atkinson-Jones
(chairman):

Note 1.

The notes that preface these accounts and on pages 3 to 9 form part of this report.

PAROCHIAL CHURCH COUNCIL OF ST MARTIN OF TOURS, CHELSFIELD

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2023

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They are also prepared under FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)1).

ASSETS

Consecrated and benefice property

Consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity

An impairment review is carried out at each year-end and any specific resultant loss identified included in the expenditure for the year. No such loss has been identified in the year.

Freehold land - "Landers Piece" is a 0.18 acres piece of land previously used as an overflow car park, valued as fallow agricultural land. The trustees have reviewed the valuation and consider a fair value to be £1,000.

Parish Room - this is 38.3% owned by the PCC, with the balance owned by the Diocese. It is leasehold property with 44 years of a 99 year lease still to run for a peppercorn rent. It was valued at £45,500 in 2015. It has not yet been possible to obtain guidance from the Diocese what a fair open market value attributable to the PCC should be. Until this is determined, the value showing in the accounts has been held at the 2015 value.

Other tangible fixed assets are capitalised at cost if over £1,000 and have a useful life of more than one year. If donated, they are capitalised at a reasonable estimate of open market value at the date of receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- | | |
|-----------------------|--|
| • Freehold land | Nil |
| • Leasehold buildings | Depreciated over the useful life of the building |
| • Fixtures & Fittings | 20 years |
| • Office Equipment | 3 years |

Short term deposits

Cash balances are held on short term deposit with CCLA, the Diocese and at the bank.

Liabilities

Amounts falling due within one year include the sum of £109,597, which represents a legacy, with accumulated interest, paid to the parish in error by the executors of the testator's Will. This sum, with any further earned interest, will be paid to the intended beneficiary once the Diocesan legal team have agreed arrangements for its return.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for spending on a future project. Any such designated funds are not included in 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are funds that must be spent on specific purposes as defined by the donor or at the outset of fund-raising. Details of the individual restricted funds held are shown in the notes to the accounts.

Endowment Funds

There are no endowment funds.

PAROCHIAL CHURCH COUNCIL OF ST.MARTIN-OF-TOUR, CHELSFIELD

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2023 (continued)

2 INCOME AND ENDOWMENTS	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	FUNDS 2022 £
2(a) Voluntary income				
Regular giving:				
Gift Aid Donations	25,599	0	25,599	27,327
Tax recoverable from <u>all</u> donations	6,528	12,022	18,550	8,536
CAF Donations	6,625		6,625	6,450
Other - Non Gift Aid	720	0	720	720
Gift Aid Donations - (Well Hill)	0	0	0	1,660
Tax recoverable - (Well Hill)	472	211	683	493
Collections (open plate) at all services	3,629	7,829	11,458	9,862
Tax recoverable - GASDS	822		822	711
Collections at all services - (Well Hill)	2,297	1,444	3,741	1,209
Sundry donations	2,459	0	2,459	3,317
Sundry donations - (Well Hill)	1,090		1,090	2,665
Grants - One Off (Diocesan Energy Support)	0		0	931
Grants - One Off Energy (Well Hill)	0		0	49
Legacies	7,000	3,000	10,000	36,500
Donations (Charity Events)		576	576	555
Donations (Church Restoration)		0	0	1,000
Donations (Church Spire)		103,259	103,259	23
Donations (Churchyard Maintenance)		5,305	5,305	10,228
	<u>57,241</u>	<u>133,646</u>	<u>190,887</u>	<u>112,236</u>
2(b) Activities for generating funds				
Parish Room use - Lettings & donations	8,730		8,730	3,321
Brass Crosby room lettings & donations	3,210		3,210	2,849
Let out for Local Council (Well Hill)	400		400	0
Grazing on lands leased by the PCC	1,190		1,190	920
Flower Festival & Concert (Well Hill)	1,288		1,288	0
Fetes, bazaars, other fund raising events	5,477		5,477	8,745
	<u>20,295</u>	<u>0</u>	<u>20,295</u>	<u>15,835</u>
2(c) Income from short term deposits				
Bank and CCLA Deposit Fund Interest	3,833	5,891	9,724	1,979
	<u>3,833</u>	<u>5,891</u>	<u>9,724</u>	<u>1,979</u>
2(d) Income from church activities				
Church Magazine	47		47	48
Extra's for Weddings & Funerals	2,136		2,136	1,484
PCC Fees for Weddings & Funerals	7,229		7,229	6,490
Toddler Group	0	321	321	228
	<u>9,412</u>	<u>321</u>	<u>9,733</u>	<u>8,250</u>
2(e) Other incoming resources				
Insurance claims	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL INCOMING RESOURCES	<u>90,781</u>	<u>139,858</u>	<u>230,639</u>	<u>138,300</u>

PAROCHIAL CHURCH COUNCIL OF ST.MARTIN-OF-TOUR, CHELSFIELD

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2023(continued)

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
3(a) Church Activities				
Missionary and charitable giving: (includes Well Hill)				
Church Overseas:- Missionary societies	0	0	0	1,685
Overseas - Relief & Development agencies	8	5,950	5,958	3,137
Home:- Missionary & other Church Societies	0	0	0	0
Secular charities	127	4,748	4,875	4,239
Sub Total	135	10,698	10,833	9,061
Ministry:				
diocesan parish share	37,647		37,647	38,662
parish share (Well Hill contribution)	1,981		1,981	1,782
visiting clergy & pastoral staff	26		26	80
clergy working expenses	1,196		1,196	830
clergy expenses (Well Hill contribution)	294		294	262
rectory costs	3,788		3,788	4,056
Sub Total	44,932	0	44,932	45,672
Church - Running expenses (incl Insurance)	2,783		2,783	2,604
Running expenses (Well Hill)	616		616	575
Church Utility Bills	3,659		3,659	3,041
Utilities (Well Hill)	216		216	652
Church maintenance (incl organ tuning)	2,816		2,816	2,233
Maintenance & Replacement (Well Hill)	414		414	191
Church Quinquennial Repairs	0		0	0
Church Spire and stonework repairs	0	14,748	14,748	0
Church Restoration non Quinquennial	0	0	0	0
Church Repairs - Insurance Claim	0		0	0
Upkeep of Services	1,810		1,810	1,641
Upkeep of Services (Well Hill)	0		0	138
Mission & Evangelism	50		50	50
Publicity (incl Christmas Card & Magazine)	184		184	222
Hospitality	0		0	0
Fees for organists.	1,475		1,475	2,550
Honorarium choirmaster	500		500	500
Toddler Group	0	258	258	191
Upkeep of churchyard	5,323	1,521	6,844	8,581
Messy Church	1,459		1,459	0
Parish Room running costs	7,752		7,752	1,794
Brass Crosby Room Running Costs	2,084		2,084	1,819
Field Running Costs	484		484	1,180
PCC running costs	100		100	100
Committee running costs (Well Hill)	0		0	0
Benefice Management and Admin.	4,796		4,796	5,040
Benefice Management and Admin. (Well Hill)	289		289	250
Bank charges	149		149	148
Other Support Costs	0		0	5
Sundries (Well Hill)	131		131	313
Sub Total	37,090	16,527	53,617	33,818
	82,157	27,225	109,382	88,551
3(b) Raising Funds				
Costs of fete and fund raising events	826		826	1,315
Costs of Concert & Flower Festival (Well Hill)	170		170	0
	996	0	996	1,315
TOTAL RESOURCES EXPENDED	83,153	27,225	110,378	89,866

PAROCHIAL CHURCH COUNCIL OF ST.MARTIN-OF-TOUR, CHELSFIELD

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2023 (continued)

INCOME AND ENDOWMENTS

4 ANALYSIS OF EXPENDITURE INCLUDING ALLOCATION OF SUPPORT COSTS

	Direct costs £	Support costs £	TOTAL £
Church activities, running and maintenance	93,374	5,175	98,549
	2023 £		2022 £
Independent examiner's remuneration	100		100
(fees payable to the PCC's examiner for the examination of the financial statements)			

5 STAFF COSTS

	2023 £	2022 £
Wages and salaries	0	0
Average no. of employees	0	0

During the year the PCC had no contractual employees. The PCC made payment to Organists, cleaners and gardeners as private contractors paying against invoice.

5(a) RELATED PARTIES

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

PAROCHIAL CHURCH COUNCIL OF ST.MARTIN-OF-TOUR, CHELSFIELD

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2023 (continued)

6 ANALYSIS OF TRANSFER BETWEEN FUNDS

	Unrestricted £	Restricted £	TOTAL £
None	0	0	0

7 FIXED ASSETS (all unrestricted)

		Freehold Land £	Leasehold Buildings £	Other tangible fixed assets £	Total £
7(a) Tangible					
Cost of valuation	At 1 January 2023	2,250	45,400	878	48,528
	Disposal				
	Loss on Revaluation	-1,250	0	0	-1,250
	At 31 December 2023	<u>1,000</u>	<u>45,400</u>	<u>878</u>	<u>47,278</u>
Depreciation	At 1 January 2023		0	877	877
	Withdrawn on disposal		0	0	0
	At 31 December 2023	<u>0</u>	<u>0</u>	<u>877</u>	<u>877</u>
Net book value	At 31 December 2023	<u>1,000</u>	<u>45,400</u>	<u>1</u>	<u>46,401</u>
	At 31 December 2022	2,250	45,400	1	47,651

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on current value which is not materially different from its current value - see notes page 3 of this report for treatment of assets.

All are functional assets.

7(b) Investments

The PCC currently has no investments.

8 CURRENT ASSETS

8(a) Investments

The PCC currently has no investments.

8(b) Debtors (Unrestricted funds)

Income tax recoverable
Prepayments
Other debtors

2023 £	2022 £
16,723	6,991
0	0
8,459	1,405
<u>25,182</u>	<u>8,396</u>

9 LIABILITIES

Amounts falling due within one year (unrestricted funds)

Accruals and deferred income

Creditors for goods and services

Other creditors

Sub Total Amounts falling due within one year (in the accounts)

Legacy received in error to be returned - (See Note page 3)

2023 £	2022 £
1,740	45
1,142	588
8,147	6,593
<u>11,029</u>	<u>7,226</u>
<u>109,597</u>	<u>104,988</u>
<u>120,626</u>	<u>112,214</u>

Amounts falling due after one year (unrestricted funds)

0

0

PAROCHIAL CHURCH COUNCIL OF ST.MARTIN-OF-TOUR, CHELSFIELD

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2023 (continued)

10 FUNDS

The Restricted funds comprise: The Toddler Group, Church Restoration, Spire Project, New Churchyard and Charity Funds.

11 SUMMARY OF FUND MOVEMENTS

<i>Restricted Funds Itemised</i>	Restricted Toddlers £	Restricted Restoration £	Restricted Spire £	Restricted Churchyard £	Restricted Charities £
Balance at 1 January 2023	340	63,262	10,324	52,524	0
Incoming resources	321	5,089	116,953	6,797	10,698
Resources expended	-258	0	-14,748	-1,521	-10,698
Transfer between funds	0	0	0	0	0
Balance at 31 December 2023	<u>403</u>	<u>68,351</u>	<u>112,529</u>	<u>57,800</u>	<u>0</u>

<i>*Restricted Funds Total from lines above</i>	Unrestricted Funds £	Restricted *Funds £	Total £
Balance at 1 January 2023	142,762	126,450	269,212
Incoming resources	90,781	139,858	230,639
Resources expended	-83,153	-27,225	-110,378
Net Loss on revaluation of fixed assets	-1,250	0	-1,250
Transfer between funds	0	0	0
Balance at 31 December 2023	<u>149,140</u>	<u>239,083</u>	<u>388,223</u>

12 SUMMARY OF ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £
Tangible Fixed Assets	46,401	0	46,401
Current Assets (see note page 3)	223,365	239,083	462,448
Liabilities			
Amounts falling due in one year (see note page 3)	-120,626	0	-120,626
Amounts falling due after one year	0	0	0
Fund balance	<u>149,140</u>	<u>239,083</u>	<u>388,223</u>

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

I report on the accounts for the year ended 31 December 2023.

Responsibilities and basis of report

The Church's trustees 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 Church's accounts carried out under section 145 of the 2011 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 Act.

Independent Examiner's statement

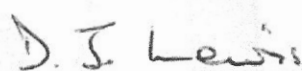
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

Entries relating to a contested legacy have been handled in accordance with advice from legal experts and are excluded from the charity funds until the issue is resolved.

I have no concerns about the handling of this contested legacy 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.

Signed:



D J Lewis

46 Sutherland Avenue
Petts Wood
Kent
BR5 1RB

19 March 2024

Accounts

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS**

for the year ended 31 December 2022

**The Parochial Church Council of
Saint Martin of Tours Church, Chelsfield**

Rector:

Revd Susan Atkinson-Jones
46 World's End Lane
Orpington
Kent
BR6 6AG

Primary Bank:

HSBC
249 High Street
Orpington
Kent
BR6 0NR

Registered Charity number: 1131573

**Report and Accounts for the Parochial Church Council
of the Ecclesiastical Parish of St. Martin of Tours, Chelsfield
Registered Charity No: 1131573
2022**

Aim and Purposes

The Parochial Church Council (PCC) of the parish of Chelsfield has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also responsible for the maintenance of the parish church and churchyard of St. Martin of Tours, Well Hill Mission church in Well Hill and the Parish Room in Skibbs Lane, Chelsfield.

On 1st June 2021, a joint benefice was formed of the parish of Chelsfield and the parish of St. Mary's Green Street Green with Pratts Bottom. Each parish retains its own PCC.

Clergy

The Rector and Incumbent is Reverend Susan Atkinson-Jones. She is assisted by the Associate Rector, Reverend Michael Gentry. In September 2022, Reverend Martin Hayward was ordained deacon and welcomed to the benefice clergy team as curate on a part-time, self-funding basis. All members of the clergy, supported by 4 lay readers, provide ministry across all four churches in the benefice.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St. Martin's and Well Hill. The PCC maintains an overview of worship and makes suggestions on how our services can involve the various groups that live within our parish.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion.

We try to enable people to live out their faith as part of the church community through:

- Services which provide sacraments and opportunities for worship, prayer and learning about the Gospel;
- Provision of pastoral care for people living in the parish;
- Missionary and outreach work.

We also keep in mind the 5 Marks of Mission which were adopted by General Synod in 1996:

- To proclaim the Good News of the Kingdom;
- To teach, baptise and nurture new believers;
- To respond to human need by loving service;
- To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation;
- To strive to safeguard the integrity of creation and sustain and renew the life of the earth.

Achievements and Performance

The lessening effects of Covid on daily life has allowed the return of a more normal pattern of services and social activities. An area in the church of St. Martin's remains available to those who continue to prefer greater social distancing, and the administration of Holy Communion continues to be by intinction rather than by sharing the cup. The PCC and clergy keep these measures under regular review.

We are slowly developing closer links with the other churches in the joint benefice formed in 2021, whilst retaining the unique characteristics of each member church. Several shared services have been held.

In November 2022, Messy Church was introduced to the benefice. We have engaged the services of Kim Curle, an experienced Children and Youth Worker, on a one-year contract to help us establish Messy Church. The first meeting was attended by 54 people (42 participants and 12 volunteers). Activities included various crafts on the theme of everyone welcome in God's Family; followed by a time of worship and ending with a meal. The intention is to hold Messy Church once a month, initially at St. Mary's, Green Street Green, but with the hope that in future it will also be held at St. Martin's and the goal is for it to become 'Church' for those who come and that it will be their primary engagement with the Benefice.

We continue to reach out to those parishioners who are unable to come to services for whatever reason by home visits and ensuring they are kept informed of services and social events.

Plans for the Future

We aim to develop a closer working relationship with people in the new benefice as restrictions ease. We will continue to make safeguarding a priority and will update our procedures in line with guidance and best practice. We will build on the achievements of the year and continue to expand our ministry and hope to encourage more of the regular congregation to return to the church post-pandemic.

As we move forward, we will analyse what has been working well and what can be improved upon, asking our followers what they would like to see over the next 12 months. We are closely listening to other Churches locally to see what they do and if it may work within our Churches and the Benefice.

Worship and Prayer

The PCC is keen to offer a range of services that our community find both socially beneficial and spiritually fulfilling. During 2022 the PCC continued to support the use of the Book of Common Prayer at St. Martin's as well as introducing new orders of service from Common Worship. Regular services are held at St. Martin's on Sundays at 10.00am and 6.30pm, as well as on Wednesdays at 9.30am.

At Well Hill Mission church, services are held on the second and fourth Sundays of the month at 10.00am.

Other services may be arranged to celebrate events in the Christian year or other special occasions. Details of services, both regular and special, are provided on the website and published in the monthly magazine.

Pastoral Care

Some parishioners are unable to attend church due to sickness or age. The clergy visit those who have requested it, to join in prayer and celebrate communion with them at their homes or in hospital. Other members of our congregation also identify and regularly visit members of the community who are sick or in need. If requested, prayers are said at Sunday services for those who are sick or in need.

The Memory Café meets monthly in the Brass Crosby Room. It is designed to provide a social environment for people living with dementia. It provides similarly for their carers, allowing them to share time with others who are in the same situation. Each meeting includes a short act of worship.

Mission, Evangelism and Social Media

In addition to many of our parishioners giving generously of their time in volunteering, the PCC seeks to use the biblical principle of tithing in its financial charitable giving, both directly and by facilitating third party collections. The Focus Group meets to co-ordinate identified needs and make representations to the PCC on which missionary and relief agency projects should be supported by direct giving and charity events. In 2022 a total of £9,542 was raised through St. Martin's supporting 11 charities. The principal charity supported continued to be Christian Aid raising £2,631. Fundraising for Bromley Food Bank and Leprosy Mission was promoted during Advent and raised £3,203 between the two charities including cheques made payable to the charities and gift aid. In addition, Well Hill raised £733 supporting 5 charities.

Our magazine keeps parishioners and friends informed of the important matters affecting our churches and parish community and includes articles that help us grow as Christians. It is published monthly and distributed via email to approximately 160 people. The monthly newsletter is also published on the church website. We additionally produce and distribute a small number of paper copies to those with no internet access and to be available in Church.

The parish website is <http://www.stmartinchelsfield.org.uk>. The Facebook page can be found at 'www.facebook.com/ChelsfieldStMartins', and it has 272 followers. St Martin's also has a Twitter account with 47 followers. The parish operates a YouTube channel which can be found at YouTube under St. Martin of Tours Chelsfield. One service a week from St. Martin's church is streamed live to the YouTube channel post-Covid in response to popular demand.

The Church Buildings and Grounds

The church of St. Martin of Tours is open during daylight hours for private prayer. The Brass Crosby Room and Parish Room are made available for church and local community groups. Donations are received towards the running costs of these rooms. Well Hill Mission church may be opened between services by contacting the PCC secretary.

Restoration & Quinquennial Maintenance: Thomas Ford & Partners have been commissioned to undertake two projects following their Quinquennial Survey in 2021. The smaller but more urgent of the two is the repair of the Victorian wall bordering the Tryhorn, which is collapsing and was deemed a risk to churchyard visitors. This has been cordoned off and at the time of writing is awaiting a scope of work from the architect before repairs can begin. The second larger-scale project encompasses the re-shingling of the spire, the repair of some external stone and timberwork, the replacement of missing roof tiles and repairs to some cracks in the stone frames of two stained glass windows. The architect has not been able to progress this work as quickly as the parish would like, but the PCC agreed to commence a fundraising campaign in 2023 in the hope that it can be completed as soon as possible.

Churchyard: A contractor is employed to undertake most of the churchyard maintenance at St. Martin's. This is normally supplemented by monthly volunteer working parties organised by the Church. A considerable amount of clearance has been achieved, improving safe access. The area around the Victorian wall remains cordoned off as it is unsafe. The church's architect is in the process of producing specifications for repair, and the PCC hopes that the work will be completed in 2023.

Well Hill Mission church: Regular repairs and maintenance to the church and grounds are carried out by volunteers. No major work has been necessary during the year.

Church Groups

There are a number of active church groups, including the Toddlers Group, Focus Group, Ladies Group, Memory Café, church choir, bellringers and a churchyard maintenance working group. Details of each of these groups are given on the website.

Deanery and Diocesan Synod Representation

Two members of the PCC are members of the Deanery Synod, and one of these also represents the Deanery on the Diocesan Synod. This maintains the important link between the parish and the wider structure of the church.

Ecumenical Relationships

St. Martin's is a member of 'Churches Together in Orpington', a Corporate Member of the Prayer Book Society and is listed on the Small Pilgrim Places Network.

Financial Review

The Financial Statements for the Parish of St. Martin's cover the year ending 31st December 2022. They incorporate the finances of Well Hill Mission and St. Martin's Toddlers Group. The net surplus for the year over all funds was £48.4k (2021: deficit of £27.4k). The results reflect the return to a more usual pattern of income and expenditure less affected by Covid. The comparative figures for 2021 reflect the significant effects of Covid had on our finances.

Total income for the year was £138.3k, of which £116.6k was unrestricted. This compares with total income in 2021 of £77.9k of which £64.5k was unrestricted. The increase in unrestricted income was primarily due to the receipt of legacies totalling £36k, and the resumption of fundraising activities after the lifting of the restrictions of Covid.

Total expenditure reduced from £105.3k in 2021 to £89.9k, of which £78.5k (2021: £74.3k) was from unrestricted funds. This unrestricted fund expenditure represents the on-going costs of running the parish and maintaining the church buildings. The reduction was mainly due to exceptional expenditure in 2021 of £22.7k to replace the boiler. The majority of our general expenditure continues to be the cost of ministry, followed by the cost of upkeep of St. Martin's church and churchyard. We benefited from a fixed price contract for utilities, taken out before the large increase in fuel cost, but the contract expires in August 2023, so fuel costs for next year will be significantly higher.

The Balance Sheet includes a sum of £105k in both Short-term deposits and Creditors. This was received as a restricted legacy during 2022. The PCC has been notified by the testator's solicitors that the legacy was not intended for this parish in spite of the wording of the Will which named Chelsfield parish. Diocesan solicitors are in correspondence with the testator's solicitors. This legacy is not included in the year's income.

Well Hill Mission church and the Toddlers Group maintain separate finances which are consolidated into the parish figures. Well Hill Mission church made a surplus of £1,264 (2021: deficit of £418). Gerry Walker, Well Hill's long-standing treasurer of 71 years, sadly died in June 2022. Well Hill Mission church received very generous donations in his memory at his funeral, totalling £1,460. The Toddlers Group made a small surplus of £37.

Reserves Policy

It is PCC policy to try to maintain a balance on 'free reserves' which equates to a minimum of 6 months of normal expenditure averaged over 3 years. It is held to smooth out fluctuations in cash flow and meet emergencies. Free reserves are defined as unrestricted funds, excluding fixed assets, and Well Hill Mission church funds. The balance of unrestricted free reserves at the end of the year 2022 was £84.6k, which represents approximately 12 months on that basis.

Short-term funds balances are held with the CCLA Church of England Deposit Fund and the Diocesan Board of Finance, primarily with the Diocesan Church Repair Fund.

Risk Management and Safeguarding

In compliance with the recommendations from Diocese of Rochester our 'Parish Safeguarding Officer' (PSO) has responsibility for Safeguarding of Children and Vulnerable Adults. Appropriate training has been undertaken by the PSO. It is now a requirement of all PCC members that they are DBS checked and undertake three safeguarding training courses, to give them a grounding in general safeguarding plus a module dealing with Domestic Abuse. Safeguarding policies are approved annually by the PCC. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

The PCC regularly kept the special Covid-secure risk assessments under review, using the guidance from the Church of England for all operational events during the pandemic. Even though the effects of the pandemic have lessened, the PCC continues to monitor the situation and make changes as appropriate.

St. Martin's church, Well Hill Mission church and the Parish Room are insured with Ecclesiastical Insurance. St. Martin's building and contents are insured for £8.87m. Well Hill's building is insured for £2.96m. The Parish Room, including contents, are insured for £2.96m. Public liability insurance cover is for £10m. There were no insurance claims during the year.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. It operates under the Church Representation Rules 2020 under the Church Representation and Minister Measure 2019, as updated from time to time. The PCC is a registered charity under the full name of The Parochial Church Council of the Ecclesiastical Parish of St. Martin of Tours Chelsfield, registered number 1131573. The PCC is responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent.

The method of appointment of PCC members is set out in the Church Representation Rules. Membership of the PCC consists of the clergy, churchwardens, synod representatives and members elected by those members of the congregation who are on the Electoral Roll of the church. All those adults who regularly attend services of worship and regard St. Martin's or Well Hill Mission as their principal church are encouraged to register on the Electoral Roll and stand for election to the PCC. On 31 December 2022 there were 100 members on the Church Electoral Roll.

There is usually a meeting of the full PCC every second month. There were 6 main meetings in 2022 as well as the Annual Parochial General Meeting (APCM), held in April. An additional meeting is held immediately following the APCM to appoint officers. Whilst PCC meetings in the first half of the year were held online via Zoom due to the continuing Covid restrictions, it was possible to hold meetings in person in July and November. The April APCM was held both in person and transmitted live via Zoom to allow maximum participation.

The average attendance at PCC meetings was 74%. 30 people attended the 2021 APCM held on 24th April 2022.

The PCC operates through a number of committees which meet between full meetings of the PCC:

Standing Committee: Meets to make recommendations to the full PCC. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. Its members are the clergy, churchwardens, lay reader, treasurer and secretary.

Finance Committee: Discusses budgets, financial updates and any major financial matters arising and makes recommendations to the full PCC. It has the same membership as the Standing Committee, but other members with financial expertise are co-opted as required.

Volunteers

The work of the Church and its achievements are dependent upon the unquantifiable time and talents its members bring to support all of its activities. The PCC takes this opportunity to thank all who have contributed during the year in any way to support the mission of the Church.

Administrative Information

The church of St. Martin of Tours, Chelsfield is situated in the London Borough of Bromley and is located on the corner of Church Road and Court Road, Chelsfield, Kent. It is part of the Diocese of Rochester within the Church of England. It is part of the Benefice of Chelsfield with Green Street Green and Pratts Bottom.

Well Hill Mission church is situated just outside the London Borough of Bromley, in Kent. It is located about a mile east of Chelsfield Village and is reached at the end of a single-lane track leading off Well Hill Road. OS ref. TQ496642.

The correspondence address is through the Joint Benefice office at St. Mary's Church, Worlds End Lane Orpington BR6 6AG and via email at office@smasch.org.

PCC members who have served at any time from 1st January 2022 until the date this report was approved are:

Ex Officio members:

<i>Rector:</i>	Rev'd Susan Atkinson-Jones
<i>Associate Rector:</i>	Rev'd Michael Gentry
<i>Curate:</i>	Rev'd Michael Hayward (from September 2022)
<i>Churchwardens:</i>	Philippa Rooke and Paul Gosling
<i>Representatives on the Deanery or Diocesan Synods:</i>	Stephen McCann and Mary Tozer

Elected Members:

Michael Choong
Caroline Davis
Barry Foale (Treasurer)
Tony Hemmings
Val Hemmings
Ken I'Anson (Reader)
Anne Ireland (Secretary)
Jackie McCann
Wendy McDonnell (from 24th April 2022)
Jim Nicol
Jonathan Sargent
Graham Sawyer (to 24th April 2022)
Terry Sparkes (to 24th April 2022)
Paul Venton

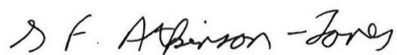
Bankers:

HSBC, 249 High Street, Orpington, Kent

Independent Examiner:

D J Lewis

Adopted by the PCC on 18th April 2023
and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'S. F. Atkinson-Jones'.

The Reverend Susan Atkinson-Jones
(Chairman)

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2022

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	FUNDS 2021 £
INCOME AND ENDOWMENTS					
Voluntary income	2(a)	91,617	20,619	112,236	64,503
Activities for generating funds	2(b)	15,835	0	15,835	5,259
Income from investments	2(c)	1,147	832	1,979	197
Income from Church Activities	2(d)	8,022	228	8,250	7,940
Other incoming resources	2(e)	0	0	0	0
TOTAL INCOME		116,621	21,679	138,300	77,899
EXPENDITURE					
Church Activities	3(a)	77,315	11,236	88,551	105,308
Raising Funds	3(b)	1,315	0	1,315	20
TOTAL EXPENDITURE		78,630	11,236	89,866	105,328
NET INCOME/(EXPENDITURE)		37,991	10,443	48,434	-27,429
TRANSFER BETWEEN FUNDS	6	0	0	0	0
NET MOVEMENT IN FUNDS		37,991	10,443	48,434	-27,429
Total funds brought forward	11	104,771	116,007	220,778	248,207
Total funds carried forward	12	142,762	126,450	269,212	220,778

BALANCE SHEET AT 31 DECEMBER 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	7	47,651	47,651
		<u>47,651</u>	<u>47,651</u>
CURRENT ASSETS			
Debtors and prepayments	8	8,396	5,421
Short term deposits		288,798	159,164
Cash at bank and in hand		36,580	11,281
		<u>333,775</u>	<u>175,866</u>
LIABILITIES:			
Creditors - amounts falling due within one year	9	112,214	2,739
NET CURRENT ASSETS / (LIABILITIES)		<u>221,561</u>	<u>173,127</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		269,212	220,778
Creditors - amounts falling due after one year	9	0	0
TOTAL NET ASSETS		<u>269,212</u>	<u>220,778</u>
PARISH FUNDS			
Unrestricted	10	142,762	104,771
Restricted	10	126,450	116,007
		<u>269,212</u>	<u>220,778</u>

Approved by the PCC on 18 Apr 2023 and signed on its behalf by:

S F. Atkinson-Jones

Reverend Susan Atkinson-Jones (PCC Chairman)

The Annual Report that prefaces these accounts, and the notes on pages 3 to 9, form part of this report.

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also prepared under FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)1).

ASSETS

Consecrated and benefice property

Consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity

An impairment review is carried out at each year-end and any specific resultant loss identified included in the expenditure for the year. No such loss has been identified in the year.

Freehold land - "Landers Piece" is a 0.18 acres piece of land previously used as an overflow car park, valued as fallow agricultural land. It was valued at £2,250 in 2015 and the trustees consider this to remain a fair value.

Parish Room - this is 38.3% owned by the PCC, with the balance owned by the Diocese. It is leasehold property with 45 years of a 99 year lease still to run for a peppercorn rent. It was valued at £45,500 in 2015. It has not yet been possible to obtain guidance from the Diocese what a fair open market value attributable to the PCC should be. Until this is determined, the value showing in the accounts has been held at the 2015 value.

Moveable church furnishings are capitalised at cost and depreciated over their useful economic life. If their cost is unknown or impossible to estimate the item is not capitalised. All items are listed in the Church's inventory.

Other tangible fixed assets are capitalised at cost if over £1,000 and have a useful life of more than one year. If donated, they are capitalised at a reasonable estimate of open market value at the date of receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- | | |
|------------------------------|---|
| • Freehold land | Nil |
| • Buildings <50yrs | Nil |
| • Buildings Leasehold >50yrs | Depreciated over the useful life of the building. |
| • Fixtures & Fittings. | 20 years |
| • Office Equipment | 3 years |

Short term deposits

Cash is held on short deposit with CCLA, Diocese and at the bank.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

We have no endowment funds.

2 INCOME AND ENDOWMENTS	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	FUNDS 2021 £
2(a) Voluntary income				
Regular giving:				
Gift Aid Donations	27,327	0	27,327	27,007
Tax recoverable	8,073	463	8,536	7,973
CAF Donations	6,450		6,450	6,330
Other - Non Gift Aid	720	0	720	960
Gift Aid Donations - (Well Hill)	1,660	0	1,660	1,545
Tax recoverable - (Well Hill)	415	78	493	386
Collections (open plate) at all services	2,958	6,904	9,862	7,920
Tax recoverable - GASDS	711		711	510
Collections at all services - (Well Hill)	341	868	1,209	1,346
Sundry donations	3,317	0	3,317	2,989
Special Funds Appeal	0		0	0
Sundry donations - (Well Hill)	2,665		2,665	400
Grants - One Off (Diocesan Energy Support)	931		931	0
Grants - One Off Energy (Well Hill)	49		49	0
Legacies	36,000	500	36,500	0
Donations (<i>Charity Events</i>)		555	555	219
Donations (<i>Church Restoration</i>)		1,000	1,000	20
Donations (Church Spire)		23	23	0
Donations (Churchyard Maintenance)		10,228	10,228	6,897
	91,617	20,619	112,236	64,503
2(b) Activities for generating funds				
Parish Room use - donations	3,321		3,321	2,297
Brass Crosby room lettings & donations	2,849		2,849	1,008
Let out for Local Council (Well Hill)	0		0	400
Grazing on lands leased by the PCC	920		920	640
Concerts	0		0	0
Fetes, bazaars, other fund raising events	8,745		8,745	914
	15,835	0	15,835	5,259
2(c) Income from investments				
Bank and CCLA Deposit Fund Interest	1,147	832	1,979	197
	1,147	832	1,979	197
2(d) Income from church activities				
Church Magazine	48		48	54
Bookstall: pens, church guides, printing	0		0	0
Extra's for Weddings & Funerals	1,484		1,484	718
PCC Fees for Weddings & Funerals	6,490		6,490	7,047
Toddler Group	0	228	228	121
	8,022	228	8,250	7,940
2(e) Other incoming resources				
Insurance claims	0	0	0	0
	0	0	0	0
TOTAL INCOMING RESOURCES	116,621	21,679	138,300	77,899

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
3(a) Church Activities				
Missionary and charitable giving: (includes Well Hill)				
Church Overseas:- Missionary societies	0	1,685	1,685	0
Overseas - Relief & Development agencies	10	3,127	3,137	3,367
Home:- Missionary & other Church Societies	0	0	0	0
Secular charites	184	4,055	4,239	3,082
Sub Total	194	8,867	9,061	6,449
Ministry:				
diocesan parish share	38,662		38,662	45,600
parish share (Well Hill contribution)	1,782		1,782	2,400
visiting clergy & pastoral staff	80		80	0
clergy working expenses	830		830	817
clergy expenses (Well Hill contribution)	262		262	245
rectory costs	4,056		4,056	4,261
Sub Total	45,672	0	45,672	53,323
Church - Running expenses (incl Insurance)	2,604		2,604	2,588
Running expenses (Well Hill)	575		575	542
Church Utility Bills	3,041		3,041	2,506
Utilities (Well Hill)	652		652	265
Church maintenance (incl organ tuning)	2,233		2,233	1,553
Maintenance & Replacement (Well Hill)	191		191	0
Church Quinquennial Repairs	0		0	1,204
Church Spire and stonework repairs	0		0	0
Church Restoration non Quinquennial	0	0	0	22,740
Church Repairs - Insurance Claim	0		0	0
Upkeep of Services	1,641		1,641	441
Upkeep of Services (Well Hill)	138		138	0
Mission & Evangelism	50		50	66
Advertising Services (incl Christmas Card)	222		222	84
Hospitality	0		0	81
Fees for organists.	2,550		2,550	1,230
Honorarium choirmaster	500		500	0
Toddler Group	0	191	191	84
Upkeep of churchyard	6,403	2,178	8,581	7,167
Magazine & bookstall	5		5	0
Parish Room running costs	1,794		1,794	1,156
Brass Crosby Room Running Costs	1,819		1,819	1,051
Field Running Costs	1,180		1,180	484
PCC running costs	100		100	100
Committee running costs (Well Hill)	0		0	62
Benefice Management and Admin.	5,040		5,040	2,122
Benefice Management and Admin. (Well Hill)	250		250	0
Bank charges	148		148	10
Other Support Costs	0		0	0
Sundries (Well Hill)	313		313	0
Sub Total	31,449	2,369	33,818	45,536
	77,315	11,236	88,551	105,308
3(b) Raising Funds				
Costs of fete and fund raising events	1,315		1,315	20
	1,315	0	1,315	20
TOTAL RESOURCES EXPENDED	78,630	11,236	89,866	105,328

INCOME AND ENDOWMENTS

4 ANALYSIS OF EXPENDITURE INCLUDING ALLOCATION OF SUPPORT COSTS

	Direct costs	Support costs	TOTAL
	£	£	£
Church activities, running and maintenance	82,950	5,600	88,551
	2022		2021
	£		£
Independent examiner's remuneration	100		100
(fees payable to the PCC's examiner for the examination of the financial statements)			

5 STAFF COSTS

	2022	2021
	£	£
Wages and salaries	0	0
Average no. of employees	0	0

During the year the PCC had no contractual employees. The PCC made payment to Organists, cleaners and gardeners as private contractors paying against invoice.

5(a) RELATED PARTIES

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

6 ANALYSIS OF TRANSFER BETWEEN FUNDS

	Unrestricted £	Restricted £	TOTAL £
None	0	0	0

7 FIXED ASSETS

(all unrestricted)

	Freehold Land £	Leasehold Buildings £	Church equipment £	Total £
7(a) Tangible				
Cost of valuation At 1 January 2022	2,250	45,400	878	48,528
Disposal				
Additions at cost	0	0	0	0
At 31 December 2022	<u>2,250</u>	<u>45,400</u>	<u>878</u>	<u>48,528</u>
Depreciation At 1 January 2022		0	877	877
Withdrawn on disposal		0	0	0
Charge for the year.		0	0	0
At 31 December 2022	<u>0</u>	<u>0</u>	<u>877</u>	<u>877</u>
Net book value At 31 December 2022	<u>2,250</u>	<u>45,400</u>	<u>1</u>	<u>47,651</u>
At 31 December 2022	<u>2,250</u>	<u>45,400</u>	<u>1</u>	<u>47,651</u>

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on current value which is not materially different from its current value - see notes page 3 of this report for treatment of assets. All are functional assets.

7(b) Investments	£
The PCC currently has no investments.	0

8 CURRENT ASSETS

8(a) Investments	£
The PCC currently has no investments.	0

	2022 £	2021 £
8(b) Debtors (Unrestricted funds)		
Income tax recoverable	6,991	2,894
Prepayments	0	0
Other debtors	<u>1,405</u>	<u>2,527</u>
	<u>8,396</u>	<u>5,421</u>

9 LIABILITIES

	2022 £	2021 £
Amounts falling due within one year (unrestricted funds)		
Accruals and deferred income	45	0
Creditors for goods and services	588	647
Contested Legacy (including Interest)	104,988	0
Other creditors	<u>6,593</u>	<u>2,092</u>
	<u>112,214</u>	<u>2,739</u>
Amounts falling due after one year (unrestricted funds)	0	0

10 FUNDS

The restricted funds comprise the Church Building Restoration fund and the Churchyard Maintenance fund.

11 SUMMARY OF FUND MOVEMENTS

	Restricted Toddlers £	Restricted Restoration £	Restricted Spire £	Restricted Churchyard £	Restricted Total £
Balance at 1 January 2022	303	60,930	10,300	44,474	116,007
Incoming resources	228	2,332	24	10,228	12,812
Resources expended	-191	0	0	-2,178	-2,369
Investment gains	0	0	0	0	0
Transfer between funds	0	0	0	0	0
Balance at 31 December 2022	<u>340</u>	<u>63,262</u>	<u>10,324</u>	<u>52,524</u>	<u>126,450</u>

	Unrestricted Funds £	Restricted Funds £	Total £
Balance at 1 January 2022	104,771	116,007	220,778
Incoming resources	116,621	12,812	129,433
Resources expended	-78,630	-2,369	-80,999
Investment gains	0	0	0
Transfer between funds	0	0	0
Balance at 31 December 2022	<u>142,762</u>	<u>126,450</u>	<u>269,212</u>

12 SUMMARY OF ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £
Tangible Fixed Assets	47,651	0	47,651
Investment fixed assets	0	0	0
Current Assets	102,337	126,450	228,787
Liabilities			
Amounts falling due in one year	-7,226	0	-7,226
Amounts falling due after one year	0	0	0
Fund balance	<u>142,762</u>	<u>126,450</u>	<u>269,212</u>

Of the Unrestricted Funds, £43,095 has been set aside as Designated Funds for Quinquennial Church Repairs

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

I report on the accounts for the year ended 31 December 2022.

Responsibilities and basis of report

The Church's trustees 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 Church's accounts carried out under section 145 of the 2011 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 Act.

Independent Examiner's statement

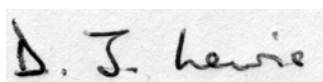
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

The Treasurer provided a full explanation of the issues relating to the contested legacy, and the legal advice regarding the treatment of the legacy until the matter is resolved.

I have no concerns about the handling of the contested legacy 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.

Signed:



D J Lewis

46 Sutherland Avenue
Petts Wood
Kent
BR5 1RB

18 April 2023

Accounts

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS**

for the year ended 31 December 2021

**The Parochial Church Council of
Saint Martin of Tours Church, Chelsfield**

Incumbent:

Revd Susan Atkinson-Jones
The Rectory
Skibbs Lane
Chelsfield
Kent
BR6 7RH

Primary Bank:

HSBC
249 High Street
Orpington
Kent
BR6 0NR

Registered Charity number: 1131573

Report and Accounts for the Parochial Church Council of the Parish Church of St Martin of Tours, Chelsfield

Registered Charity No: 1131573
2021

Aim and purposes

The Parochial Church Council (PCC) of St. Martin of Tours, Chelsfield has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church and churchyard of St. Martin of Tours, Well Hill Mission church in Well Hill and the parish room in Skibbs Lane.

Changes in Clergy and Formation of new Joint Benefice

We were sad to say goodbye to Reverend John Tranter on his retirement on 31st May. Reverend John had been our Rector for 7 years. We were most grateful that he had deferred his retirement for a year due to the difficulties caused by the coronavirus pandemic, and we wish him and Janet a very happy retirement in Shropshire. It was not possible due to social distancing restrictions to hold a farewell ceremony at the time, but it was a great pleasure to welcome them both back to Chelsfield in August for a service and lunch.

On 1st June 2021 a new joint benefice was created consisting of the two parishes of Chelsfield and Green Street Green with Pratts Bottom. The benefice covers four churches - St. Martin's and Well Hill Mission in the Parish of Chelsfield, and St. Mary's and All Souls in the Parish of Green Street Green with Pratts Bottom.

Our new Rector is Reverend Susan Atkinson-Jones, who was appointed incumbent of the joint benefice. Reverend Susan had previously been active in the parish as associate priest at St. Martin's and priest-in-charge at St. Mary's, working with Reverend John, and we welcome her in her new role as incumbent of the joint benefice. In August 2021 we welcomed Reverend Michael Gentry, who was licensed as Associate Rector to assist Reverend Susan. Reverend Michael and his family have moved into the Rectory in Skibbs Lane. Both members of the clergy provide ministry across both parishes.

Each parish within the new benefice retains its own PCC. We look forward to getting to know fellow Christians in the parish of Green Street Green with Pratts Bottom and to developing a closer working relationship, sharing resources and building on each other's strengths and experience.

Covid-19

The coronavirus pandemic has continued to cause significant disruption for a second year throughout the world. However the extraordinary efforts of the scientific community in developing safe and effective vaccines in addition to methods for home testing for infection meant that once the first roll-out of vaccination had taken place, the disruption to both church and general life was less severe than in 2020. Having said that, in spite of some periods of respite when case numbers were in decline, new variants of the virus resulted in new waves of infection which saw the reintroduction of governmental and Church of England rulings over self-isolation, the wearing of face coverings and the restriction on numbers able to gather together.

In the case of Chelsfield the fast-spreading Alpha variant led to the total closure of both St. Martin's and Well Hill Mission from mid-January until 31st March 2021, with services being broadcast on social media only. In April, services in both churches recommenced with strict social distancing, cleaning and ventilation measures. The number of people able to attend services in person were limited to around 30 at St. Martin's and 9 indoors at Well Hill Mission, though most services at Well Hill were conducted out of doors from April to October, allowing more people to attend.

On 19th July 2021 the government removed all Covid-related restrictions. The Church of England also revised its guidelines, which emphasised the need for both personal and corporate responsibility. It imposed on incumbents the duty of decision-making on matters dealing with acts

of worship, events and the use of church facilities. Reverend Susan regularly consulted with the PCC to review the guidance in the context of the changing levels of risk. Restrictions were gradually eased through the second half of the year to allow more people to attend services in person and for the congregation to resume singing hymns, albeit whilst wearing facemasks. The choir was permitted to sing without facemasks whilst in the choir stalls. Holy Communion continued to be given to communicants only in one kind, it being considered still unsafe to return to using a communal cup.

Services and prayers were recorded and made available online throughout the year via the church website, Facebook and YouTube to reach those unable to attend church in person.

A collection has not been taken during a service since the start of the pandemic. Instead, the congregation have been encouraged to donate on the way in or out, including by using a new contactless payment and donation system purchased because of the restrictions imposed by the pandemic.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St. Martin's and Well Hill. This is reflected in our mission statement "St Martin's worships and serves a loving God, reaching out to the community in the name of Jesus Christ". The PCC maintains an overview of worship and makes suggestions on how our services can involve the various groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

We try to enable people to live out their faith as part of the church community through:

- Services which provide sacraments and opportunities for worship, prayer and learning about the Gospel.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the church of St Martin's and associated Brass Crosby Room, the Well Hill Mission church and the Parish Room.

Achievements and Performance

In our 2020 annual report we set out our aims for 2021 as follows:

- Rebuild our congregation, focussing particularly on those who have been less involved during the pandemic.
- Continue to develop and use our Churchyard providing opportunities for burial in consecrated ground, environmental benefits and a place of peace and beauty for visitors.
- Rebuild the very good relationship between St. Martin's and the local community.
- Implement the reorganisation of the new Benefice and develop a closer working relationship with St Mary's
- Publicise our special church services and social events more widely using social media.
- Review our Parish Stewardship
- Actively participate in Diocesan initiatives
- Review our Risk Management policies and recommendations.
- Enhance our Safeguarding practices.

We are pleased to be able to report that we have made good progress in achieving those aims in all areas in spite of the successive waves of infection through new variants limiting face to face social contact. Because of these restrictions, we have been unable to develop our working relationship with our fellow PCC of Green Street Green with Pratts Bottom as quickly as we would have liked, but the clergy and churchwardens of each parish have worked closely together to form rotas for worship and ministry across the benefice and we have been able to share administrative resources through the benefice office. We look to build on this start in the coming year.

Worship and prayer

The PCC is keen to offer a range of services over the year that our community find both socially beneficial and spiritually fulfilling. During 2021 the PCC continued to support the use of the Book of Common Prayer for a majority of its services. Outside of lockdowns the new pattern of services enforced by Covid was in place for the year, including the moving of Said Communion from 8am Sunday to 9.30am Wednesday. In this new placing this service continues to be better attended than before the pandemic. The Sunday services are Family Worship or Family Communion at 10.00am, and Evensong at 6.30pm (to include a Sung Eucharist on the second Sunday of each month). Because of the restrictions on capacity caused by social distancing Baptisms mainly continued to take place on a Sunday afternoon, but it is known that the clergy would prefer them to be held within a service once that is possible.

Each of our services each have a different ambience, as the 10.00am service is more suited to families and those new to church worship with some more modern hymns and interactive sermons. The 6.30pm service has started to include anthems once again, taking it closer to the traditional Evensong of previous years. The 9.30am Wednesday Communion service is quiet and reflective. On the 5th Sunday of the month the Benefice comes together in a joint 10am service at one of the larger churches. The average weekly attendance at one or more Services at St. Martin's or Well Hill, counted in October 2021, is assessed to be 67 adults and 3 young people. This is an increase on 2020, but still significantly lower than the average pre-pandemic numbers which, were assessed to be 109 adults and 11 children.

At Well Hill Mission church, services are held on the second and fourth Sundays of the month at 10.00am. The second Sunday is usually a service of Morning Prayer and the fourth a service of Holy Communion. Other services may be arranged to celebrate events in the Christian year or noted Sundays, such as Mothering Sunday and Remembrance Sunday. As with St Martin's, the normal pattern was again impacted by the coronavirus restrictions though services were held whenever the weather allowed in the church grounds. Attendance during the year averaged 14.

On 31 December 2021 there were 103 members on the Church Electoral Roll, 36 of whom were resident within the parish.

There were no services in Church from mid-January until the end of March and people were not permitted to enter the building. Services resumed for Holy week and Easter and continued, with restrictions as noted above, for the rest of the year. It was possible to hold our popular Christingle service once again at St. Martin's as well as Christmas services at both churches.

Occasional Services are a significant part of the life and mission of the Church. They enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life that is now complete in this world and to commend the person into God's keeping. During 2021 there were 11 Baptisms, 3 Marriages, 9 Funeral services held in Church and 11 Interment of Ashes in the Churchyard; all these numbers were lower than 2019 due to the effects of the pandemic, but higher than in the more severely restricted 2020. In contrast, but not surprisingly given the restrictions placed on Funerals, there was an increase to 17 in the number held on behalf of the church at a crematorium or cemetery. A special Benefice memorial service was held at St Martin's on All Souls Tide, to celebrate the lives of all those who have died.

Deanery and Diocesan Synod Representation

Two members of the PCC are members of the Deanery Synod, and one of these also represents the Deanery on the Diocesan Synod. This maintains the important link between the parish and the wider structure of the church.

The Church Building and Grounds

St. Martin's remains open during daylight hours to our community and visitors for private prayer. Our Brass Crosby Room and Parish Room are made available for church and local community groups. Donations are received towards the running costs of these rooms. Well Hill Mission church may be opened between services by contacting the PCC secretary.

Restoration & Quinquennial Maintenance: The Quinquennial survey was carried on 4th June 2021 by Thomas Ford & Partners, with the report being received by the churchwardens in September. The report advised that the church was generally well cared for and that many of the minor issues found could be dealt with by volunteer working parties. The only item requiring immediate attention was the Victorian wall bordering the Tryhorn, which had just started to collapse and was deemed a risk to churchyard visitors. This has been cordoned off and is awaiting a scope of work from the architect before repairs can begin. A number of other areas require intervention within the five-year timeframe including the spire, some external stone and timberwork, missing roof tiles and some cracks in the stone frames of two stained glass windows. Separately from the Quinquennial process, the old boiler failed its annual service in June and it proved impossible to find replacement parts. Bearing in mind the church is a Grade 2* listed building, so the options are limited, after research it was agreed to replace with a modern gas-fired boiler but with the ability to switch in new technologies as they became affordable.

Churchyard: A contractor is employed to undertake most of the churchyard maintenance. This is normally supplemented by monthly working parties organised by the Church, which were reinstated from April 2021. 2021 saw changes to footpath access due to work being carried out by Court Lodge, however the monthly Saturday working parties have cleared and tidied the boundaries allowing access to be clearer. Further work is intended in 2022 to enable this to provide a less slippery path, alongside the Court Lodge boundary. Ongoing work is envisioned to keep the Churchyard a safe and accessible place for visitors.

Well Hill Mission: Regular repairs and maintenance to the church and grounds are carried out by volunteers. No major work has been necessary during the year. In November a local historian with particular interest in Victorian churches attended the Remembrance Sunday service and took a series of photographs which were published together with a brief history.

Church Groups

St. Martin's Toddler Group: Our Toddler Group usually runs during school term time. Babies, pre-school age children and their carers meet in the Brass Crosby Room on a morning session once a week. The group is led by Jenny Wood, is run by volunteers and is non-profit making. The leader holds a DBS certificate and has attended safeguarding training covering all relevant aspects of safeguarding. The group was unable to operate through the early part of the year due to Covid restrictions, but reopened on 7th September, and has held weekly meetings since, averaging 10 adults and 10 children per week. A total of 39 different children have attended from time to time.

Choir: Usually the choir leads the singing at both Sunday services throughout the year and at other occasional and seasonal services. In the first part of 2021 the choir were unable to sing due to Covid restrictions. It was a joyful relief in June when the rules were relaxed and the choir were able to return and practice and sing together at services. Many in the choir felt relief that their singing voices had not disappeared during the long period of inactivity, and it was a reminder of what a pleasure it is to come together as a group and enhance the worship at St Martins.

Bellringers: The bellringers usually ring before our main Sunday Morning and Evening services; they also ring for weddings and funerals when requested. At the start of this year 'normal' ringing was still not possible, only four bells before a service, but updated guidance in June meant that all

the bells could be rung as long as sensible precautions were taken. Social distancing meant it was not possible to recruit and train new ringers. Because it is not wise to stay in the same small space for a long period only one peal and one quarter peal were run in the course of the year. We sadly lost two members of the band this year, Sarah Ford and Jean Pailing.

Ladies Group: The Ladies Group was unable to meet in the early part of the year but reconvened in the summer, holding meetings out of doors, weekly when possible. Later in the year meetings were able to be held indoors.

Pastoral Care

Some parishioners are unable to attend church due to sickness or age. When permitted, our clergy visits church members who have requested it, to join in prayer and celebrate communion with them at their homes or in hospital. Other members of our congregation also identify and regularly visit church members who are sick or in need. If requested, prayers are said at Sunday services for those who are sick or in need. We also contribute to Welcare in Bromley and to the local food bank.

The Memory Café met monthly in the Brass Crosby Room once restrictions had lifted in July. It is designed to provide a social environment for people living with dementia. It provides similarly for their carers, allowing them to share time with others who are in the same situation. Each meeting includes a short act of worship.

Mission, Evangelism and Social Media

Helping those in need is a demonstration of our faith. In addition to many of our parishioners giving generously of their time in volunteering, the PCC seeks to use the biblical principle of tithing in its financial charitable giving, both directly and by facilitating third party collections. The Focus Group meets to co-ordinate identified needs and make representation to the PCC on which missionary and relief agency projects should be supported. In 2021 the principal charity supported continued to be Christian Aid. Fundraising for The Bridge Trust and Welcare in Bromley was promoted during Advent and raised £1,869 including cheques made payable to the charities and gift aid.

During Covid, organising charity events has been made more difficult as has tracking third party facilitated giving. In November the PCC reluctantly voted not to guarantee the tithing amount for 2021 to help minimise our financial losses for the year, though generous giving during Advent and Christmas meant that by the end of year we were only £100 short of our target of 10%. Despite the difficulties of organising charity events and collections, St. Martin's and Well Hill Mission directly donated a total of £6,449 to 10 charities. In addition we facilitated third party donations of at least £520 to 5 charities.

Our magazine keeps parishioners and friends informed of the important matters affecting our churches and parish community and includes articles that help us grow as Christians. It is published monthly and distributed via email to approximately 160 people. The monthly newsletter is also published on the church website. We additionally produce and distribute a small number of paper copies to those with no internet access.

Our church website is 'www.stmartinchelsfield.org.uk' and our Facebook page can be found at 'www.facebook.com/ChelsfieldStMartins'. They both provide regularly updated information on regular church services, special services, events and other information for members and visitors. Our website was visited, on average, 1,250 times a month in 2021. The church also operates a YouTube channel which can be found at YouTube under St. Martin of Tours Chelsfield. During lockdown when it was not possible to attend church services in person, services and sessions of prayer were recorded and both streamed live on Facebook and YouTube and recorded for later viewing as people preferred. We have continued to record and stream services and prayers through these channels throughout the year. They continue to be popular, with our Facebook page having 251 regular followers and our YouTube channel 35 subscribers. The church also operates a Twitter account (chelsfieldstmar) with 46 followers and an Instagram account (chelsfieldstmartins) with 109 followers.

Social events are an important part of parish life in helping to cement friendships both within and outside the church. They are also important in raising funds for the church. Unfortunately the continuing pandemic throughout 2021 has meant that almost all our normal social activities have been impossible to hold. We hosted two very successful Zoom events in January and February - a quiz with approximately 75 people in 14 teams, and a Murder Mystery evening hosted with the aid of a local amateur dramatic group. This latter event involved nearly 50 people, both adults and children, organised into 9 teams. We hope to reinstate many of the normal social events in 2022, including the Summer Fete, Heritage Open Day, concerts, guided walks, Sunday afternoon teas amongst others.

Ecumenical relationships

St. Martin's is a member of 'Churches Together in Orpington', a Corporate Member of the Prayer Book Society and is listed on the Small Pilgrim Places Network.

Financial Review:

The Financial Statements for St. Martin's cover the year ending 31st December 2021. They incorporate the finances of Well Hill Mission church and St. Martin's Toddler Group.

The coronavirus pandemic has had a seriously adverse effect on the PCC's finances in both 2020 and 2021. Few of the usual fundraising events, social activities and room lettings have been possible, and income in both years reflects that, being between £8k and £9k down on pre-pandemic figures. The PCC has had to use reserves to fund ongoing necessary expenditure.

Whilst we generally aim to have a balanced budget, we were unable to achieve this for 2021, given the ongoing effects of Covid on income generation. Our budget showed a deficit of £12.7k on general activities. We managed to improve on the budget a little through the year, but the final reported deficit on unrestricted income and expenditure was £9.9k (2020: £1.8k).

Total income for the year was £77.9k, of which £64.5k was unrestricted. Unrestricted income was 16% down on last year, but the difference was almost entirely due to a Special Appeal for general funds in 2020, which raised £11.9k.

Total expenditure increased to £105.3k, of which £74.4k (2020: £78.6k) related to normal on-going activities, and £30.9k for particular purposes funded from accumulated restricted funds. The largest single expense from these restricted funds was £22.7k on the urgent replacement of the church boiler in the autumn. The reduction in normal expenditure was primarily due to the decision of the PCC to reduce the Diocese Parish Share contribution to help mitigate the deficit.

The majority of our general expenditure is the cost of Ministry (£53.3k). Most of this is an annual payment to the Diocese in the form of Parish Share to pay for clergy stipend, pensions and other central costs. Rectory costs and clergy expenses are also included in Ministry costs. The upkeep of the church and churchyard is the second largest item of expenditure.

We have one of the few remaining open churchyards in the diocese. The fee that the church is able to request for a burial is set by government and is significantly less than that charged by public and private churchyards. This imbalance has remained little altered for 30 years. These fees in no way cover our long-term maintenance obligations. We are fortunate in that we receive a number of additional voluntary restricted donations for the churchyard fund which help to offset part of this long-term commitment.

Significant expenditure on the church spire will be necessary in the next few years and we anticipate that a special Spire Appeal will be launched in 2022. Donations totalling £10,300 were received in 2020 in advance of the Appeal launch and are held in a restricted fund for that purpose.

Monies held in Restricted Funds arise from donations and fund-raising event income specified for a particular purpose. There are four funds, The Church Restoration Fund, the Spire Fund, Churchyard Fund, and a small balance held for use by the Toddlers Group. The new boiler was

funded from the Restoration Fund. Balances on these four funds totalled £116k at 31st December 2021, compared with £133.5k at the same date in 2020. Details of the balances on each of these funds are shown in Note 11 of the Financial Statements.

Well Hill Mission church maintains its own finances and are separately independently examined. Gift Aid donations for Well Hill are processed through St. Martin's and credited to their account. As part of the parish, its financial results are consolidated with those of St. Martin's. Well Hill Mission had a deficit of £371 in the year (£377 in 2020). Its reserves are set aside for future maintenance works.

The Toddler Group is a controlled group and their finances are consolidated as a restricted fund within the St. Martin's accounts. A surplus of £36 was recorded in 2021 (2020: £43). The group did not request any financial support from the PCC during 2021.

Reserves Policy

It is PCC policy to try to maintain a balance on 'free reserves' which equates to a minimum of 6 months of normal expenditure averaged over 3 years. It is held to smooth out fluctuations in cash flow and meet emergencies. Free reserves are unrestricted funds, excluding fixed assets, Well Hill Mission and all restricted funds. The balance of unrestricted free reserves at the end of the year 2021 was £47.5k, which represents approximately 7 months on that basis.

It is PCC policy to invest our short-term funds balances with the CCLA Church of England Deposit Fund and the Diocesan Board of Finance, primarily with the Diocesan Church Repair Fund.

Future Plans

The advent of proven vaccines against coronavirus gives us hope that restrictions on normal life will continue to ease. We will continue to be mindful of our responsibility to ensure our buildings and our social activities are organised so that parishioners and visitors alike are protected as much as possible from infection.

We aim to develop a closer working relationship with people in the new benefice as restrictions ease. We will continue to make safeguarding a priority and will update our procedures in line with guidance and best practice. We will build on the achievements of the year and continue to expand our ministry, and hope to encourage more of the regular congregation to return to the church post-pandemic.

As noted in the Financial Review, we plan to launch an appeal to help fund the cost of urgent repairs to the Spire and surrounding areas in 2022. The scope of works would be the renewal of the shingles to the roof with new hardwood (probably oak) shingles, the carrying out of stonework and other repairs to the walls of the tower and the carrying out of other repairs to the stonework around the church identified as being necessary in the Quinquennial Report. It is essential that the works to the tower are carried out at the same time as the shingle replacement work to make use of the scaffolding.

Risk Management & Safeguarding

The PCC regularly kept the special Covid-secure risk assessments under review, using the guidance from the Church of England for all operational events during the pandemic. These have been continually reviewed through 2021 as the situation changed. Once the church is able to re-open in a near-normal capacity the standard risk management report will be revised to consider any new working practices associated with the long-term management of the risk from Covid-19.

In compliance with the recommendations from Diocese of Rochester our 'Parish Safeguarding Officer' (PSO) has responsibility for Safeguarding of Children and Vulnerable Adults. Appropriate training has been undertaken by the PSO. It is now a requirement of all PCC members that they are DBS checked and undertake three safeguarding training courses, to give them a grounding in general safeguarding plus a module dealing with Domestic Abuse. Safeguarding policies are

approved annually by the PCC. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

Insurance: The Church building, Parish Room and Well Hill Mission are insured with Ecclesiastical Insurance, they are index-linked and reviewed regularly. In March 2021 the Church building and contents were insured for £8.87m. The Parish Room, including contents, was insured for £2.96m. Well Hill Mission's building and contents are insured for £2.96m. The cover for the Parish Room and Well Hill Mission are in excess of their likely rebuilding cost, but are the amounts specified by the insurer. Public liability insurance cover is for £10m. There were no insurance claims during the year.

Volunteers

The work of the Church and its achievements are dependent upon the unquantifiable time and talents its members bring to support all of its activities. The PCC takes this opportunity to thank all who have contributed during the year in any way to support the mission of the Church.

Structure, governance and management

The PCC is a corporate body established by the Church of England. It operates under the Church Representation Rules 2020 under the Church Representation and Minister Measure 2019. The PCC is a registered charity under the full name of The Parochial Church Council of the Ecclesiastical Parish of St. Martin of Tours Chelsfield, registered number 1131573.

The method of appointment of PCC members is set out in the Church Representation Rules. Membership of the PCC consists of the clergy, churchwardens, lay reader and members elected by those members of the congregation who are on the Electoral Roll of the church. All those adults who regularly attend our services of worship and regard St. Martin's or Well Hill Mission as their principal church are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

There is usually a meeting of the full PCC every second month. There were 6 main meetings, a meeting immediately following the APCM to appoint officers, and an additional meeting in August to discuss the urgent upgrade of the church heating system. The average attendance across all 8 meetings was 82%. All PCC meetings were held online via Zoom due to the continuing Covid restrictions. The 2020 APCM held in April 2021 was attended by 28 people.

The PCC operates through a number of committees, which meet between full meetings of the PCC:

- **Standing Committee:** Meets to make recommendations to the full PCC. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. It comprises the clergy, churchwardens, lay reader, treasurer and secretary
- **Finance Committee:** Reviews the budgets, financial reports and major financial decisions. It has the same membership as the Standing Committee, but other members with financial expertise are co-opted as required.
- **Mission and Evangelism Focus Group:** Attends to matters relating to ministry and needs of people in the UK and other countries, draws together the prayer requests of the church and makes representations to the PCC on appropriate charity giving.

Administrative Information

The church of St. Martin of Tours, Chelsfield is situated in the London Borough of Bromley and is located on the corner of Church Road and Court Road, Chelsfield, Kent. It is part of the Diocese of Rochester within the Church of England. Since 1st June 2021 it is part of the Benefice of Chelsfield with Green Street Green and Pratts Bottom.

The correspondence address is through the Joint Benefice office at St. Mary's Church, Worlds End Lane Orpington BR6 6AG and via email at office@smasch.org. The churchwardens may be

contacted via email at philippa@stmartinchelsfield.org.uk or paul@stmartinchelsfield.org.uk and the secretary on secretarypcc@stmartinchelsfield.org.uk.

Well Hill Mission church is included within the parish of Chelsfield. It is situated just outside the London Borough of Bromley, in Kent. It is located about a mile east of Chelsfield Village and is reached at the end of a single-lane track leading off Well Hill Road. OS ref. TQ496642.

The church website is <http://www.stmartinchelsfield.org.uk>

PCC members who have served at any time from 1st January 2021 until the date this report was approved are:

Ex Officio members:

Rector: Rev'd John Tranter (Chairman) (to 31st May 2021)
Rev'd Susan Atkinson-Jones (Chairman from 1st June 2021, having been a member prior to that date)

Associate Rector: Rev'd Michael Gentry (from 25th August 2021)

Wardens: Philippa Rooke
Paul Gosling (from 20th May 2021)
Stephen McCann (to 18th April 2021)

Representatives on the Deanery or Diocesan Synods:

Stephen McCann
Mary Tozer

Elected Members: Michael Choong (from 18th April 2021)
Caroline Davis
Tony Hemmings
Val Hemmings
Ken I'Anson (Reader)
Anne Ireland (Secretary)
Jackie McCann (from 18th April 2021)
Jim Nicol
Jonathan Sargant
Graham Sawyer
Terry Sparkes
Paul Venton (from 18th April 2021)

Co-opted Member: Barry Foale (Hon. Treasurer)

Bankers: HSBC, 249 High Street, Orpington, Kent

Independent Examiner: D J Lewis

Adopted by the PCC on 17th March 2022
and signed on their behalf by:



The Reverend Susan Atkinson-Jones

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	FUNDS 2020 £
INCOME					
Voluntary income	2(a)	51,227	13,276	64,503	88,752
Activities for generating funds	2(b)	5,259	0	5,259	4,203
Income from short term deposits	2(c)	197	0	197	850
Income from Church Activities	2(d)	7,819	121	7,940	7,565
Other incoming resources	2(e)	0	0	0	0
TOTAL INCOME		64,502	13,397	77,899	101,370
Church Activities	3(a)	74,371	30,937	105,308	85,775
Raising Funds	3(b)	20	0	20	257
TOTAL EXPENDITURE		74,391	30,937	105,328	86,032
NET INCOME/(EXPENDITURE)		-9,889	-17,540	-27,429	15,338
TRANSFER BETWEEN FUNDS	6	0	0	0	0
NET MOVEMENT IN FUNDS		-9,889	-17,540	-27,429	15,338
Total funds brought forward	11	114,660	133,547	248,207	232,869
Total funds carried forward	12	104,771	116,007	220,778	248,207

BALANCE SHEET AT 31 DECEMBER 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	7	<u>47,651</u>	<u>47,651</u>
		47,651	47,651
CURRENT ASSETS			
Debtors and prepayments	8	5,421	9,504
Short term deposits		159,164	168,789
Cash at bank and in hand		<u>11,281</u>	<u>24,332</u>
		175,866	202,625
LIABILITIES:			
Creditors - amounts falling due within one year	9	<u>2,739</u>	<u>2,069</u>
NET CURRENT ASSETS / (LIABILITIES)		<u>173,127</u>	<u>200,556</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		220,778	248,207
Creditors - amounts falling due after one year	9	<u>0</u>	<u>0</u>
TOTAL NET ASSETS		<u>220,778</u>	<u>248,207</u>
PARISH FUNDS			
Unrestricted		104,771	114,660
Restricted	10	<u>116,007</u>	<u>133,547</u>
		<u>220,778</u>	<u>248,207</u>

Approved by the PCC on 17th March 2022 and signed on its behalf

by: The Reverend Susan Atkinson-Jones

S. F. Atkinson-Jones

Chairman

The notes that preface these accounts and on pages 3 & 9 form part of this report.

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also prepared under FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)1).

ASSETS

Consecrated and benefice property

Consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity

An impairment review is carried out at each year-end and any specific resultant loss identified included in the expenditure for the year. No such loss has been identified in the year.

Freehold land - "Landers Piece" is a 0.18 acres piece of land previously used as an overflow car park, valued as fallow agricultural land. It was valued at £2,250 in 2015 and the trustees consider this to remain a fair value.

Parish Room - this is 38.3% owned by the PCC, with the balance owned by the Diocese. It is leasehold property with 45 years of a 99 year lease still to run for a peppercorn rent. It was valued at £45,500 in 2015. It has not yet been possible to obtain guidance from the Diocese what a fair open market value attributable to the PCC should be. Until this is determined, the value showing in the accounts has been held at the 2015 value.

Moveable church furnishings are capitalised at cost and depreciated over their useful economic life. If their cost is unknown or impossible to estimate the item is not capitalised. All items are listed in the Church's inventory.

Other tangible fixed assets are capitalised at cost if over £1,000 and have a useful life of more than one year. If donated, they are capitalised at a reasonable estimate of open market value at the date of receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- | | |
|------------------------------|---|
| • Freehold land | Nil |
| • Buildings <50yrs | Nil |
| • Buildings Leasehold >50yrs | Depreciated over the useful life of the building. |
| • Fixtures & Fittings. | 20 years |
| • Office Equipment | 3 years |

Short term deposits

Cash is held on short deposit with CCLA, Diocese and at the bank.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

We have no endowment funds.

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2021(continued)

2 INCOME	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	FUNDS 2020 £
2(a) Voluntary income				
Planned giving:				
Gift Aid Donations	27,007		27,007	25,118
Tax recoverable	7,703	270	7,973	10,190
CAF Donations	6,330		6,330	5,350
Other - Non Gift Aid	960		960	960
Gift Aid Donations - (Well Hill)	1,545		1,545	985
Tax recoverable - (Well Hill)	386		386	396
Collections (open plate) at all services	2,997	4,923	7,920	6,941
Tax recoverable - GASDS	510		510	307
Collections at all services - (Well Hill)	408	938	1,346	1,349
Sundry donations	2,981	8	2,989	5,622
Special Funds Appeal			0	11,912
Sundry donations - (Well Hill)	400		400	1,465
Legacies			0	0
Donations (<i>Charity Events</i>)		219	219	0
Donations (<i>Church Restoration</i>)		20	20	0
Donations (Church Spire)			0	10,300
Donations (Churchyard Maintenance)		6,898	6,898	7,857
	51,227	13,276	64,503	88,752
2(b) Activities for generating funds				
Parish Room use - donations	2,297		2,297	1,819
Brass Crosby room lettings & donations	1,008		1,008	635
Let out for Local Council (Well Hill)	400		400	0
Grazing on lands leased by the PCC	640		640	225
Concerts	0		0	902
Concerts (Well Hill)	0		0	0
Fetes, bazaars, other fund raising events	914		914	622
	5,259	0	5,259	4,203
2(c) Income from short term deposits				
Bank and CCLA Deposit Fund Interest	197	0	197	850
	197	0	197	850
2(d) Income from church activities				
Church Magazine	54		54	141
Extra's for Weddings & Funerals	718		718	1,702
PCC Fees for Weddings & Funerals	7,047		7,047	5,636
Toddler Group	0	121	121	86
	7,819	121	7,940	7,565
2(e) Other incoming resources				
Insurance claims	0	0	0	0
	0	0	0	0
TOTAL INCOMING RESOURCES	64,502	13,397	77,899	101,370

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
3(a) Church Activities				
Missionary and charitable giving: (includes Well Hill)				
Church Overseas:- Missionary societies	0	0	0	1,223
Overseas - Relief & Development agencies	0	3,367	3,367	2,826
Secular charites	90	2,992	3,082	3,228
Sub Total	90	6,359	6,449	7,277
Ministry:				
diocesan parish share	45,600		45,600	51,468
parish share (Well Hill contribution)	2,400		2,400	2,627
clergy working expenses	817		817	1,116
clergy expenses (Well Hill contribution)	245		245	245
rectory costs	4,261		4,261	3,180
Sub Total	53,323	0	53,323	58,636
Church - Running expenses (incl Insurance)	2,588		2,588	2,642
Running expenses (Well Hill)	542		542	531
Church Utility Bills	2,506		2,506	2,587
Utilities (Well Hill)	265		265	230
Church maintenance (incl organ tuning)	1,553		1,553	2,009
Maintenance & Replacement (Well Hill)	0		0	59
Church Quinquennial Repairs	1,204		1,204	0
Church Restoration non Quinquennial	0	22,740	22,740	0
Upkeep of Services	441		441	675
Mission & Evangelism	66		66	50
Advertising Services (incl Christmas Card)	84		84	273
Hospitality	81		81	0
Fees for organists.	1,230		1,230	510
Toddler Group	0	84	84	43
Upkeep of churchyard	5,413	1,754	7,167	5,394
Magazine & bookstall	0		0	162
Parish Room running costs	1,156		1,156	1,179
Brass Crosby Room Running Costs	1,051		1,051	2,070
Field Running Costs	484		484	484
PCC running costs	100		100	200
Committee running costs Well Hill	62		62	74
Church Management and administration	2,122		2,122	675
Bank charges	10		10	0
Other Support costs	0		0	15
Sub Total	20,958	24,578	45,536	19,862
	74,371	30,937	105,308	85,775
3(b) Raising Funds				
Cost of stewardship envelopes	0		0	0
Costs of concerts (Well Hill)	0		0	0
Costs of fete and fund raising events	20		20	257
	20	0	20	257
TOTAL RESOURCES EXPENDED	74,391	30,937	105,328	86,032

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2021(continued)

4 ANALYSIS OF EXPENDITURE INCLUDING ALLOCATION OF SUPPORT COSTS	Direct costs	Support costs	TOTAL
	£	£	£
Church activities, running and maintenance	103,014	2,294	105,308
	2021		2020
	£		£
Independent examiner's remuneration	100		100
(fees payable to the PCC's examiner for the examination of the financial statements)			
5 STAFF COSTS	2021		2020
	£		£
Wages and salaries	0		0
Average no. of employees	0		0

During the year the PCC had no contractual employees. The PCC made payment to Organists, cleaners and gardeners as private contractors paying against invoice.

5(a) RELATED PARTIES

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

6 ANALYSIS OF TRANSFER BETWEEN FUNDS

	Unrestricted £	Restricted £	TOTAL £
None	0	0	0

7 FIXED ASSETS (all unrestricted)

	Freehold Land £	Leasehold Buildings £	Church equipment £	Total £
Tangible				
Cost of valuation				
At 1 January 2021	2,250	45,400	878	48,528
Disposal				
Additions at cost	0	0	0	0
At 31 December 2021	<u>2,250</u>	<u>45,400</u>	<u>878</u>	<u>48,528</u>
Depreciation				
At 1 January 2021		0	877	877
Withdrawn on disposal		0	0	0
Charge for the year.		0	0	0
At 31 December 2021	<u>0</u>	<u>0</u>	<u>877</u>	<u>877</u>
Net book value				
At 31 December 2021	<u>2,250</u>	<u>45,400</u>	<u>1</u>	<u>47,651</u>
At 31 December 2021	<u>2,250</u>	<u>45,400</u>	<u>1</u>	<u>47,651</u>

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on current value which is not materially different from its current value - see notes page 3 of this report for treatment of assets. All are functional assets.

	£ 2021	£ 2020
8 Debtors (Unrestricted funds)		
Income tax recoverable	2,894	7,730
Prepayments	0	0
Other debtors	<u>2,527</u>	<u>1,774</u>
	<u>5,421</u>	<u>9,504</u>

9 LIABILITIES

	£ 2021	£ 2020
Amounts falling due within one year (unrestricted funds)		
Accruals and deferred income	0	0
Creditors for goods and services	647	386
Other creditors	<u>2,092</u>	<u>1,683</u>
	<u>2,739</u>	<u>2,069</u>
Amounts falling due after one year (unrestricted funds)	0	0

10 FUNDS

The restricted funds comprise the Church Building Restoration fund, the Spire fund, the Churchyard Maintenance fund and the Toddler Group funds.

11 SUMMARY OF FUND MOVEMENTS

	Restricted Toddlers £	Restricted Restoration £	Restricted Spire £	Restricted Churchyard £	Restricted Total £
Balance at 1 January 2021	267	83,650	10,300	39,330	133,547
Incoming resources	120	20	0	6,898	7,038
Resources expended	-84	-22,740	0	-1,754	-24,578
Transfer between funds	0	0	0	0	0
Balance at 31 December 2021	303	60,930	10,300	44,474	116,007

	Unrestricted Funds £	Restricted Funds £	Total £
Balance at 1 January 2021	114,660	133,547	248,207
Incoming resources	64,502	7,038	71,540
Resources expended	-74,391	-24,578	-98,969
Transfer between funds	0	0	0
Balance at 31 December 2021	104,771	116,007	220,778

12 SUMMARY OF ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £
Tangible Fixed Assets	47,651	0	47,651
Current Assets	59,859	116,007	175,866
Liabilities			
Amounts falling due in one year	-2,739	0	-2,739
Amounts falling due after one year	0	0	0
Fund balance	104,771	116,007	220,778

Of the Unrestricted Funds, £43,096 has been set aside as Designated Funds for Quinquennial Church Repairs

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

I report on the accounts for the year ended 31 December 2021.

Responsibilities and basis of report

The Church's trustees 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 Church's accounts carried out under section 145 of the 2011 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 Act.

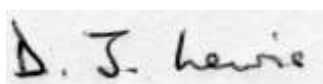
Independent Examiner's statement

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

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

Signed:



D J Lewis

46 Sutherland Avenue
Petts Wood
Kent
BR5 1RB

14 March 2022

Accounts

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS**

for the year ended 31 December 2020

**The Parochial Church Council of
Saint Martin of Tours Church, Chelsfield**

Incumbent:

Revd John Tranter
The Rectory
Skibbs Lane
Chelsfield
Kent
BR6 7RH

Primary Bank:

HSBC
249 High Street
Orpington
Kent
BR6 0NR

Registered Charity number: 1131573

2020 Report and Accounts for the Parochial Church Council of St Martin of Tours Church – Chelsfield

Aim and purposes

Chelsfield, St. Martin's, Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend John Tranter, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Church of St. Martin of Tours and Churchyard in Church Road, Well Hill Mission in Well Hill and the Parish Room in Skibbs Lane.

Covid-19

As readers will be aware, significant disruption was caused to the whole of the UK, and indeed much of the world, by the global coronavirus pandemic. In the case of St Martin's it led to the total closure of the church from late March until early June, when it was able to be opened for private prayer (only). On July 12th it opened for services, with severe restriction due to the need to 'socially distance'. This reduced the capacity of the church from 200+ to around 35 (dependant on household groupings). Furthermore the infectious nature of the virus was such that a stringent cleaning and ventilation regime had to be implemented, leading to there only being a maximum of one service each Sunday plus a midweek service.

The principal consequences of the restrictions were as follows:

- A reduction in the number of services held
- A reduction in the number of people allowed to attend each service
- No singing in services
- No use of the Brass Crosby Room by groups
- A significant reduction in the Church's regular income
- An inability to hold normal social and fundraising events

To continue to minister to our congregation, when no services were taking place in Church a service was recorded in advance and made available via 'YouTube'.

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 St. Martin's. This is reflected in our mission statement "St Martin's worships and serves a loving God, reaching out to the community in the name of Jesus Christ". The PCC maintains an overview of worship and makes suggestions on how our services can involve the various groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. We try to enable people to live out their faith as part of the church community through:

- Services which provide sacraments and opportunities for worship, prayer and learning about the Gospel.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of St Martin's and associated Brass Crosby Room, the Well Hill Mission and the Parish Room.

Achievements and Performance:

Worship and prayer

The PCC is keen to offer a range of services over the year that our community find both socially beneficial and spiritually fulfilling. During 2020 the PCC continued to support the use of the Book of Common Prayer (BCP) for a majority of its services. In normal times three services are held each Sunday, starting with said Communion at 8.00am, followed by Family Worship or Family Communion at 10.00am, and finally Sung Evensong at 6.30pm (to include a Sung Eucharist on the second Sunday of each month). Baptisms normally take place on a Sunday afternoon. This pattern was used for the period January – mid March, at which point the pattern was required to change due to Government restrictions consequent upon the Coronavirus Pandemic (Covid-19).

Our normal Sunday services each have their own character. The 8am Communion service is quiet and reflective, the 10.00am

service is less formal, 'child friendly' and particularly suited to families and those new to church worship; it is also attended by older people. The traditional 6.30pm services include anthems and are ably supported by our church choir. On the 5th Sunday of the month different forms of worship are often used at the 10.00 am and 6.30pm services. The Common Worship Lectionary is used.

At Well Hill Mission, a service of Morning Prayer takes place at 9.45am on the second Sunday of the month and Holy Communion is celebrated on the fourth Sunday of the month. Other services may be arranged to celebrate or commemorate events in the Christian year or noted Sundays, such as Mothering Sunday and Remembrance Sunday. As with St Martin's, the normal pattern was severely impacted by the coronavirus restrictions and for Well Hill that meant a maximum of only nine people could attend a service indoors. However several very successful services were held over the summer months in the churchyard, with an average of 15 attendees.

All are welcome to attend our regular services. At 31 December 2020 there were 104 members on the Church Electoral Roll, 30 of whom are resident within the Parish. The average weekly attendance at one or more Services at St. Martin's or Well Hill, counted in October 2020, is assessed to be 34 adults and 3 young people. While this represents a significant decrease compared with 2019, this is due to the restrictions on capacity and numbers of services due to the pandemic. The normal worship community at December 2020, attending worship regularly at least once a month, is assessed to be 120; 11 children/youths and 109 adults.

There were no services in Church during the Easter period due to the total ban on anyone entering the building. Fortunately during the Christmas period the Church was open, but the significant restrictions in capacity and numbers of services due to the pandemic allowed only 81 people to attend compared with 388 the previous year. There was no Christingle Service, usually the best supported service of the year.

The church usually enjoys a number of seasonal services both at Christmas (Advent Carol service, Carol Services for Chelsfield Village School, Nine Lessons and Carols, Christingle, Crib & Tree, Midnight Mass) and Easter (on Ash Wednesday, Palm Sunday, services of communion and meditation throughout Holy Week, a one hour Good Friday service and an Easter Vigil on Holy Saturday). The restrictions led to the Church being closed totally for the Easter period, while at Christmas a special effort was made to allow two 'Midnight Mass' services to be held, with thorough cleaning and airing taking place between them. Two communion services were held at Well Hill at Christmas, although there were unfortunately still some parishioners who were unable to attend due to the restriction on numbers.

Occasional Services are a significant part of the life and mission of the Church. They enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life that is now complete in this world and to commend the person into God's keeping. During 2020 there has been 1 Baptism, 1 Marriage, 9 Funeral services held in Church and 11 Interment of Ashes in the Churchyard; all these numbers were lower than 2019 due to the effects of the pandemic. In contrast, but not surprisingly given the restrictions placed on Funerals, there was an increase to 17 in the number held on behalf of the church at a crematorium or cemetery. A special memorial service was held on All Souls Tide, to celebrate the lives of all those who have died. It was recorded and released on YouTube.

Deanery Synod

During the year, as a result of the reduction in the Church Electoral Roll, the number of representatives of the PCC able sit on the Deanery Synod was reduced from three to two. This maintains the important link between the parish and the wider structure of the church. One of our Deanery Synod members also represents the Deanery on Diocesan Synod.

The Church, grounds, buildings and Church Groups

Our church remains open during daylight hours to our community and visitors for private prayer. Our Brass Crosby Room and Parish Room are made available for church and local community groups. Donations are received towards the running costs of these rooms.

Restoration & Quinquennial Maintenance: The standard annual service checks were carried out by contractors following the extra H&S measures in place for the pandemic. Several areas of minor concern have been identified in the church fabric, particularly the St Faith window and the tower arch, but the restrictions have meant it has not been possible to have these reviewed by our in house architect Edward Sargent. The next Quinquennial survey is due in 2021

Churchyard: A contractor is employed to undertake most of the churchyard maintenance. This is normally supplemented by monthly working parties organised by the Church, but this was not possible during most of 2020. Socially-distanced working groups were able to operate when restrictions allowed, but this was only possible for a few months, so the churchyard will need some remedial work by the volunteers in 2021 once restrictions are lifted sufficiently.

Well Hill Mission: Statement regarding purpose and function. Well Hill maintain their own finances and are separately independently examined. Gift Aid donations are processed through St.Martin's. As a controlled group, their Annual Financial details are integrated into St.Martin's accounts. A deficit of £377 is indicated in their accounts for 2020 (a surplus of £2757 in 2019), reserves are set aside for future maintenance works.

St. Martin's Toddler Group: Our 'Toddler Group' usually operates during term time as a controlled group of the PCC. School age children plus their carers meeting in the Brass Crosby Room on a morning session once a week. The Group is led by Jenny Wood, is run by volunteers and is non-profit making. The leader and assistant hold DBS certificates and have attended CCPAS training covering all aspects of safeguarding. As a controlled group their finances are incorporated, as a restricted fund, in the St.Martin's Accounts. The Group were temporarily suspended from the end of March due to Covid. A surplus of £43 was recorded in 2020 (a surplus of £23 in 2019). The group has not requested any financial support from the PCC during 2020.

Choir: The choir usually lead the singing at Evensong throughout the year, also at the more informal Family services, at other occasional and seasonal services and at charity fund raising events. Sadly this year no singing took place in services after 15th March, although, when restrictions allowed, some singing was recorded for later incorporation into service videos.

Bellringers: The bellringers usually ring before our main Sunday Morning and Evening services; they also ring for weddings and funerals where requested. This year 'normal' ringing stopped at the first lockdown in March. Once social distancing guidelines were relaxed a little new guidance for bellringing was issued and it was possible to ring up to four bells, but only for 15 minutes before a service. The ringers have stayed in touch on their usual practice night by meeting on Zoom, and by using online virtual bellringing software called 'Ringing Room' to 'ring' together.

Pastoral Care

Some members of our church are unable to attend church due to sickness or age. When permitted, our Incumbent, Reverend John Tranter, visits church members who have requested it, to join in prayer and celebrate communion with them at their homes or in hospital. Other members of our congregation also identify and regularly visit church members who are sick or in need. If requested, prayers are said at Sunday services for those who are sick or in need. We also contribute to Welcare in Bromley (a preventive social work agency funded by local churches) and to the local food bank.

The 'Memory Cafe' met monthly in the Brass Crosby Room until lockdown. It is designed to provide a social environment for people living with dementia. It provides similarly for their carers, allowing them to share time with others who are in the same situation. Each meeting includes a short act of worship.

Mission, Evangelism and Social Media.

Helping those 'in need' is a demonstration of our faith. The PCC seeks to use the biblical principle of tithing in its charitable giving. The Focus Group meets to draw together needs and make representation to the PCC on which missionary and relief agency projects should be supported. In 2020 the principal charity supported continued to be Christian Aid. Despite the difficulties of organising charity events and collections, due to Covid, in total we directly donated £7,277 to 11 charities. In addition we facilitated 3rd party donations of £1,670 to these charities. Overall our total charitable giving was reduced by only £45 compared to 2019. This was in line with the APCM request to attempt to tithe our normal income by direct and indirect purposes.

Our parish magazine is published 10 times a year for members of our congregation and was changed from printed to an email version once the pandemic struck. It is unlikely to revert to the prior format. Our magazine keeps parishioners and friends informed of the important matters affecting our Church and articles that help us develop our knowledge of the faith. Our Church website 'www.stmartinchelsfield.org.uk' and Facebook page 'www.facebook.com/ChelsfieldStMartins' provide regular updates to church events, special services and information for members and visitors. Our website was visited, on average, 1,300 times a month in 2020. In March 2020, the church set up a YouTube channel and Twitter and Instagram accounts to ensure it remains visible and approachable, and is able to continue ministry in a different way during the Coronavirus restrictions. Our Facebook page became a key tool of communication during the pandemic, and was updated with information and links to services every week. It has 241 followers and had an average of 330 views per month during the course of the year. 45 pre-recorded services were posted on the YouTube channel in the course of the year which collectively gained over 3000 views. The Twitter account has 36 followers, and the Instagram account 75, made up of a mix of personal and local business accounts.

Social events throughout the year strengthen local ties. Regrettably the annual Church Fete held in the Rectory garden, the Chelsfield Village Fair, Sunday afternoon teas at the Rectory, Well Hill Mission's annual concert and the Heritage Open Day event all had to be cancelled for 2020.

Ecumenical relationships

The church is a member of 'Churches Together in Orpington', a Corporate Member of the Prayer Book Society and is listed on the Small Pilgrim Places Network.

Deanery Development Plan

In September 2018 it had been agreed between the Diocese of Rochester and the parish Patron that the position of Rector of Chelsfield would be suspended for up to 5 years, that St.Martin's incumbent would become Priest in Charge of St Martin's and Assistant Priest at St Mary's and that the Priest in Charge of St Mary's be appointed Associate Priest at St Martin's. During 2019 the Church Commissioners issued the relevant documentation to allow the formation of a single Benefice covering the two parishes, upon the retirement of St Martins' Rector (originally expected in summer 2020). Rev. Susan Atkinson-Jones was appointed Priest in Charge at St Mary's and Associate Priest at St Martin's in December 2019 and will lead the combined Benefice. Due to the pandemic the retirement of Rev Tranter was put on hold and is expected to take place in Spring 2021, at which time the scheme will be put in place and an additional priest will be appointed to assist Rev Susan, and will live in St Martin's Rectory.

St Martin's work to develop closer working relationship with the Parish of St Mary's, Green St Green and All Souls, Pratts Bottom (St Mary's) was also somewhat paused during 2020 as, for most of the year, mixing was not possible.

Financial Review:

The Financial Statements for St.Martin's cover the period Jan – Dec 2020; they incorporate Well Hill Mission and St.Martin's Toddler Group.

The year started with a St.Martin's forecast negative budget for 2020 of £17k, it had been the intention for the PCC to address and reduce this deficit forecast early in the Year. In March Covid restrictions further significantly worsened this forecast. In May the PCC approved the launch of a Special Funding Appeal – due to the generosity of our wider congregation this resulted in one off additional income of £12k. In addition many regular donors increased their standing orders. By the year end of 2020 the deficit of 'normal' Income over Expenditure had reduced to £13.3k and overall Income over expenditure gave a surplus of £15.7k. The overall surplus includes a restricted donation of £10.3k for future Spire/Bells projects and a postponement of churchyard wall repairs – for which restricted funds exist.

Total Income decreased by 8.4% to £101,370 (£121,275 in 2019). 'Normal' St.Martin's income reduced by 25% to £61,539 (£81,905 in 2019).

Total Expenditure decreased by 9.3% to £86,032 (£94,804 in 2019). 'Normal' St.Martin's expenditure reduced by 3% to £81,383 (£83,866 in 2019).

We have one of the few remaining open churchyards in the diocese; the fee that the church is able to request for a burial is set by government and has remained little altered for 30 years. The 'one off' fees in no way cover our long term maintenance obligations. In 2020 this income was reduced as we were required to pay DBF fees to the Diocese. We are fortunate that we do receive a number of additional voluntary 'one off' restricted donations for the churchyard fund which help to offset part of this long term commitment.

The majority (68%) of our overall expenditure relate to Ministry costs mainly paid to the Diocese in the form of Parish Offer to pay for clergy stipend, pensions and other central costs. Direct clergy and Rectory Costs are also included in the Ministry costs. The second highest long term expenditure items relate to the maintenance of the building fabric and churchyard. In the near future we will require a high level of expenditure (in excess of £100k) to replace the spire shingles.

St.Martin's Restricted long term Funds: (see section 11 of the Financial Statement Notes). These mainly relate to long term maintenance obligations, The Church Restoration Fund, including the Spire Fund, at end year 2020 held £93,949 (an increase of 12%) and the Churchyard Maintenance Fund £39,330 (an increase of 21%). Together these 3 funds represent 70% of our total Current Assets (excludes Well Hill, Toddlers, fixed assets and liabilities) of £190,285.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves (net current assets) of St. Martin's Church funds which equates to a minimum of 6 months of normal expenditure averaged over 3 years. It is held to smooth out fluctuations in cash flow and meet emergencies. The balance of unrestricted free reserves at the end of the year 2020 (excludes Well Hill, fixed assets and Restricted Funds) was £57,005 (68% of normal unrestricted expenditure). The corresponding figure for 2019 was £59,680 – 74%) Well Hill unrestricted reserves at the end of Year 2020 were £10,063 (£10,381 in 2019).

It is PCC policy to invest our short term investment funds balances with the CCLA Church of England Deposit Fund and the Diocesan Board of Finance Funds. (mainly the Diocesan Church Repair Fund.)

Future Plans:

2020 was a year of unprecedented disruption to people's lives and it is impossible not to express concerns in terms of both their welfare and finances for the future years resulting from the Covid 19 pandemic. Our churches have been closed for significant periods of time; social events cancelled and for many the inability to see or hold their loved ones has caused

anguish. Throughout last year we prayed for a vaccine - fortunately it was quickly developed and deployed. But the scars, both mental and financial, may last for many years and must be allowed for in 2021.

It should be noted that England spent the first three months of 2021 in lockdown, severely limiting the scope of activity

During 2021 we aim to:

- Rebuild our congregation, focussing particularly on those who have been less involved during the pandemic.
- Continue to develop and use our Churchyard providing opportunities for burial in consecrated ground, environmental benefits and a place of peace and beauty for visitors.
- Rebuild the very good relationship between St. Martin's and the local community.
- Implement the reorganisation of the new Benefice and develop a closer working relationship with St Mary's
- Publicise our special church services and social events more widely using social media.
- Review our Parish Stewardship
- Actively participate in Diocesan initiatives
- Review our Risk Management policies and recommendations.
- Enhance our Safeguarding practices.

Risk Management & Safeguarding:

The churchwardens have prepared special Covid-secure risk assessments using the guidance from the Church of England for all operational events during the pandemic. These have been continually reviewed as the situation changed. Once the church is able to re-open in a near-normal capacity the standard risk management report will be revised to take into account any new working practices associated with the long-term management of the risk from Covid-19.

In compliance with the recommendations from Diocese of Rochester our 'Parish Safeguarding Officer' (PSO) has responsibility for Safeguarding of Children and Vulnerable Adults. Appropriate training has been undertaken by the PSO. It is now a requirement of all PCC members that they are DBS checked and undertake a basic level of safeguarding training. Safeguarding policies are approved annually by the PCC.

Insurance: The Church Building, Parish Room and Well Hill Mission are insured with Ecclesiastical Insurance, they are Index linked and reviewed regularly. In March 2020 the Church Building and Contents were insured for £8.4m. The Parish Room, including contents, was insured for £2.8m (significantly in excess of its value; amount specified by Insurers). Public Liability Insurance of £10m is also provided. In September 2020 Well Hill Mission was insured for £2.9m for Building and Contents and Public Liability Insurance of £10m. There were no insurance claims during 2020.

Volunteers

The work of the Church and its achievements are dependent upon the unquantifiable time and talents its members bring to support all of its activities. The PCC takes this opportunity to thank all who have contributed during the year in any way to support the mission of St. Martin's Church.

Structure, governance and management

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

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Martin's the membership of the PCC consists of the incumbent, churchwardens, the reader and members elected by those members of the congregation who are on the Electoral Roll of the church. All those adults who regularly attend our services of worship and regard St. Martin's as their principal church are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

The PCC met on alternate months last year (except for March, when the country went into lockdown the day before the meeting). There were 5 main meetings, plus a meeting immediately following the APCM to appoint officers, and the average attendance across all meetings was 86%. Other than the meeting in January 2020, all PCC meetings were held online via Zoom due to the Covid pandemic restrictions.

The PCC operates through a number of committees, which meet between full meetings of the PCC:

- *Standing Committee:* Meets to make recommendations to the full PCC. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.
- *Finance Committee:* Reviews the budgets, financial reports and major financial decisions. Comprises the Churchwardens, the Reader and Hon Treasurer with other members co-opted as required.
- *Mission and Evangelism Focus Group:* Attends to matters relating to ministry and needs of people in the UK and other countries, draws together the prayer requests of the church and makes representations to the PCC on appropriate charity giving.

Administrative Information

St. Martin's Church is situated in the London Borough of Bromley and is located on the corner of Church Road and Court Road, Chelsfield, Kent. It is part of the Diocese of Rochester within the Church of England.

The correspondence address is The Rectory, Skibbs Lane, Chelsfield, Kent BR6 7RH.

Included within the Parish is the Well Hill Mission [Church]. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011). Registered charity number 1131573.

PCC members who have served at any time from 1st January 2020 until the date this report was approved are:

Ex Officio members:

<i>Incumbent:</i>	Revd John Tranter	(Chairman)
<i>Assistant Priest</i>	Revd Susan Atkinson-Jones	
<i>Reader:</i>	Mr Kenneth I'Anson	
<i>Wardens:</i>	Mr Stephen McCann	
	Miss Philippa Rooke	

Representatives on the Deanery or Diocesan Synods:

Mr Ken I'Anson	(until 18 October 2020)
Mr Stephen McCann	
Mrs Mary Tozer	(Secretary)

Elected Members:

Mrs Caroline Davis	(from 18 October 2020)
Mr Barry Foale	(Hon Treasurer)
Mr Paul Gosling	(until 18 October 2020)
Mrs Anne Green	(until 18 October 2020)
Mr Anthony Hemmings	(from 18 October 2020)
Mrs Valerie Hemmings	
Mr Kenneth I'Anson	(from 18 October 2020)
Mrs Anne Ireland	(from 18 October 2020)
Mr James Nicol	
Mrs Jacqueline McCann	(until 18 October 2020)
Mr Jonathan Sargent	
Mr Graham Sawyer	
Mr Terry Sparkes	
Mr Gerald Walker	(until 18 October 2020)

Co-opted Members:

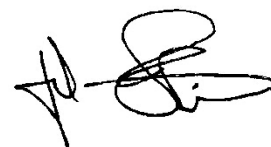
None

Our Bankers are: HSBC, 249 High Street, Orpington, Kent

Our Independent Examiner: D J Lewis

Approved by the PCC on 25th March 2021

and signed on their behalf by Revd John Tranter (PCC Chairman).



STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2020

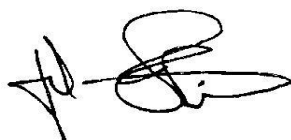
	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
INCOME AND ENDOWMENTS						
Voluntary income	2(a)	64,307	24,445		88,752	87,025
Activities for generating funds	2(b)	4,203	0		4,203	13,364
Income from investments	2(c)	850	0		850	976
Income from Church Activities	2(d)	7,479	86		7,565	19,910
Other incoming resources	2(e)	0	0		0	0
TOTAL INCOME		76,839	24,531	0	101,370	121,275
EXPENDITURE						
Church Activities	3(a)	78,366	7,409		85,775	93,749
Raising Funds	3(b)	257	0		257	1,055
TOTAL EXPENDITURE		78,623	7,409	0	86,032	94,804
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS		-1,784	17,122	0	15,338	26,471
NET GAINS ON INVESTMENTS	7b8a	0	0	0	0	0
NET INCOME/(EXPENDITURE)		-1,784	17,122	0	15,338	26,471
TRANSFER BETWEEN FUNDS	6	0	0	0	0	0
NET MOVEMENT IN FUNDS		-1,784	17,122	0	15,338	26,471
Total funds brought forward	11	116,444	116,425	0	232,869	206,398
Total funds carried forward	12	114,660	133,547	0	248,207	232,869

BALANCE SHEET AT 31 DECEMBER 2020

		2020	2019
	Note	£	£
FIXED ASSETS			
Tangible fixed assets	7(a)	47,651	47,651
Investments	7(b)	0	0
		<u>47,651</u>	<u>47,651</u>
CURRENT ASSETS			
Stock		0	0
Investments	8(a)	0	0
Debtors and prepayments	8(b)	9,504	6,593
Short term deposits		168,789	169,344
Cash at bank and in hand		<u>24,332</u>	<u>11,933</u>
		202,625	187,870
LIABILITIES:			
Creditors - amounts falling due within one year	9	<u>2,069</u>	<u>2,652</u>
NET CURRENT ASSETS / (LIABILITIES)		<u>200,556</u>	<u>185,218</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		248,207	232,869
Creditors - amounts falling due after one year	9	<u>0</u>	<u>0</u>
TOTAL NET ASSETS		<u>248,207</u>	<u>232,869</u>
PARISH FUNDS			
Unrestricted	10	114,660	116,444
Restricted	10	133,547	116,425
Endowment	10	<u>0</u>	<u>0</u>
		<u>248,207</u>	<u>232,869</u>

Approved by the PCC on 25 March 2021 and signed on its behalf by the Reverend John Tranter (PCC Chairman)

(chairman):



The notes that preface these accounts and on pages 3 & 9 form part of this report.

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)1).

ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- | | |
|------------------------------|---|
| • Land | Nil – left at a fair value as at 1 January 2015. |
| • Fixtures & Fittings. | 20 years |
| • Office Equipment | 3 years |
| • Buildings <50yrs | Nil |
| • Buildings Leasehold >50yrs | Should be depreciated over the useful life of the building. |

Parish Room – it has not yet been possible to determine, with the assistance of the diocese who hold the property and land as parsonage property, what the value of sale of a potential purchaser may be, should that be possible, in line with the requirements of FRS102. Until this is determined, the value showing in the accounts has been held at the previous 2015 valuation of £45,400. **Freehold land:** comprises Landers Piece a 0.18 acres piece of land previously used as an overflow car park, valued as fallow agricultural land with long term speculative building potential. We have had this valued at £2,250 in 2015

An impairment review is carried out at each year-end and any specific resultant loss identified included in the expenditure for the year.

Investments *(The PCC currently have no investments)*

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at PCC's best estimate of market value.

Short term deposits

These are the cash held on deposit either with the CCLA, Diocese or at the bank.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020(continued)

2 INCOME AND ENDOWMENTS	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
2(a) Voluntary income					
Planned giving:					
Gift Aid Donations	25,118	0		25,118	21,747
Tax recoverable (<i>incl. special appeal</i>)	9,855	335		10,190	7,386
CAF Donations	5,350			5,350	9,300
Other - Non Gift Aid	960	0		960	960
Gift Aid Donations - (Well Hill)	985			985	1,550
Tax recoverable - (Well Hill)	396			396	388
Collections (open plate) at all services	1,851	5,090		6,941	8,223
Tax recoverable - GASDS	307			307	1,525
Collections at all services - (Well Hill)	509	840		1,349	1,388
Sundry donations	5,599	23		5,622	3,480
Special Funds Appeal	11,912			11,912	0
Sundry donations - (Well Hill)	1,465			1,465	2,080
Grants - One Off	0			0	0
Legacies	0	0		0	10,282
Donations (<i>Charity Events</i>)		0		0	550
Donations (<i>Church Restoration</i>)		0		0	6,357
Donations (Church Spire)		10,300		10,300	0
Donations (Churchyard Maintenance)		7,857		7,857	11,809
	64,307	24,445	0	88,752	87,025
2(b) Activities for generating funds					
Parish Room use - donations	1,819			1,819	1,489
Brass Crosby room lettings & donations	635			635	2,709
Let out for Local Council (Well Hill)	0			0	1,200
Grazing on lands leased by the PCC	225			225	-500
Concerts	902			902	423
Concerts (Well Hill)	0			0	818
Fetes, bazaars, other fund raising events	622			622	7,226
	4,203	0	0	4,203	13,364
2(c) Income from investments					
Bank and CCLA Deposit Fund Interest	850	0		850	976
	850	0	0	850	976
2(d) Income from church activities					
Church Magazine	141			141	681
Bookstall: pens, church guides, printing	0			0	44
Extra's for Weddings & Funerals	1,702			1,702	2,013
PCC Fees for Weddings & Funerals	5,636			5,636	16,845
Toddler Group	0	86		86	328
	7,479	86	0	7,565	19,910
2(e) Other incoming resources					
Insurance claims	0	0		0	0
	0	0	0	0	0
TOTAL INCOMING RESOURCES	76,839	24,531	0	101,370	121,275

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020(continued)

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	TOTAL 2019 £
3(a) Church Activities					
Missionary and charitable giving: (includes Well Hill)					
Church Overseas:- Missionary societies	0	1,223		1,223	25
Overseas - Relief & Development agencies	0	2,826		2,826	2,637
Home:- Missionary & other Church Societies	0	0		0	0
Secular charities	990	2,238		3,228	3,077
Sub Total	990	6,287	0	7,277	5,739
Ministry:					
diocesan parish share	51,468			51,468	51,468
parish share (Well Hill contribution)	2,627			2,627	2,627
visiting clergy & pastoral staff	0			0	93
visiting clergy (Well Hill - <i>paid by St.Martins</i>)	0			0	0
clergy working expenses	1,116			1,116	2,015
clergy expenses (Well Hill contribution)	245			245	245
rectory costs	3,180			3,180	3,144
Sub Total	58,636	0	0	58,636	59,592
Church - Running expenses (incl Insurance)	2,642			2,642	2,662
Running expenses (Well Hill)	531			531	546
Church Utility Bills	2,587			2,587	3,185
Utilities (Well Hill)	230			230	240
Church maintenance (incl organ tuning)	2,009			2,009	1,577
Maintenance & Replacement (Well Hill)	59			59	40
Church Quinquennial Repairs	0			0	0
Church Spire and stonework repairs	0			0	0
Church Restoration non Quinquennial	0	0		0	549
Church Repairs - Insurance Claim	0			0	0
Upkeep of Services	675			675	1,314
Upkeep of Services (Well Hill)	0			0	26
Mission & Evangelism	50			50	50
Advertising Services (incl Christmas Card)	273			273	227
Hospitality	0			0	0
Hospitality (Well Hill)	0			0	7
Fees for organists.	510			510	2,850
Honorarium choirmaster	0			0	500
Toddler Group	0	43		43	305
Upkeep of churchyard	4,315	1,079		5,394	6,679
Magazine & bookstall	162			162	108
Parish Room running costs	1,179			1,179	4,845
Brass Crosby Room Running Costs	2,070			2,070	1,925
Field Running Costs	484			484	519
PCC running costs	200			200	105
Committee running costs Well Hill	74			74	34
Church Management and administration	675			675	99
Bank charges	0			0	10
Other Support costs	15			15	15
Sub Total	18,740	1,122	0	19,862	28,418
	78,366	7,409	0	85,775	93,749
3(b) Raising Funds					
Cost of stewardship envelopes	0			0	0
Costs of concerts (Well Hill)	0			0	150
Costs of fete and fund raising events	257			257	905
	257	0	0	257	1,055
TOTAL RESOURCES EXPENDED	78,623	7,409	0	86,032	94,804

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020(continued)

INCOME AND ENDOWMENTS**4 ANALYSIS OF EXPENDITURE INCLUDING ALLOCATION OF SUPPORT COSTS**

	Direct costs	Support costs	TOTAL
	£	£	£
Church activities, running and maintenance	84,812	963	85,775
	2020		2019
	£		£
Independent examiner's remuneration	100		100
(fees payable to the PCC's examiner for the examination of the financial statements)			

5 STAFF COSTS

	2020	2019
	£	£
Wages and salaries	0	0
Average no. of employees	0	0

During the year the PCC had no contractual employees. The PCC made payment to Organists, cleaners and gardeners as private contractors paying against invoice.

5(a) RELATED PARTIES

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020(continued)

6 ANALYSIS OF TRANSFER BETWEEN FUNDS

	Unrestricted £	Restricted £	TOTAL £
None	0	0	0

7 FIXED ASSETS (all unrestricted)

		Freehold Land £	Leasehold Buildings £	Church equipment £	Total £
7(a) Tangible					
Cost of valuation	At 1 January 2020	2,250	45,400	878	48,528
	Disposal				
	Additions at cost	0	0	0	0
	At 31 December 2020	<u>2,250</u>	<u>45,400</u>	<u>878</u>	<u>48,528</u>
Depreciation	At 1 January 2020		0	877	877
	Withdrawn on disposal		0	0	0
	Charge for the year.		0	0	0
	At 31 December 2020	<u>0</u>	<u>0</u>	<u>877</u>	<u>877</u>
Net book value	At 31 December 2020	<u>2,250</u>	<u>45,400</u>	<u>1</u>	<u>47,651</u>
	At 31 December 2019	<u>2,250</u>	<u>45,400</u>	<u>1</u>	<u>47,651</u>

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on current value which is not materially different from its current value - see notes page 3 of this report for treatment of assets. All are functional assets.

	£
7(b) Investments	0
The PCC currently has no investments.	

8 CURRENT ASSETS

	£
8(a) Investments	0
The PCC currently has no investments.	

	2020 £	2019 £
8(b) Debtors (Unrestricted funds)		
Income tax recoverable	7,730	5,873
Prepayments	0	0
Other debtors	<u>1,774</u>	<u>720</u>
	<u>9,504</u>	<u>6,593</u>

9 LIABILITIES

	2020 £	2019 £
Amounts falling due within one year (unrestricted funds)		
Accruals and deferred income	0	50
Creditors for goods and services	386	1,597
Other creditors	<u>1,683</u>	<u>1,005</u>
	<u>2,069</u>	<u>2,652</u>
Amounts falling due after one year (unrestricted funds)	0	0

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020(continued)

10 FUNDS

The main restricted funds comprise the Church Building Restoration funds and the Churchyard Maintenance fund.

11 SUMMARY OF FUND MOVEMENTS

	Restricted Toddlers £	Restricted Restoration £	Restricted Spire £	Restricted Churchyard £	Restricted Total £
Balance at 1 January 2020	224	83,650	0	32,551	116,425
Incoming resources	86	0	10,300	7,858	18,244
Resources expended	-43	0	0	-1,079	-1,122
Investment gains	0	0	0	0	0
Transfer between funds	0	0	0	0	0
Balance at 31 December 2020	267	83,650	10,300	39,330	133,547

	Unrestricted Funds £	Restricted Funds £	Total £
Balance at 1 January 2020	116,444	116,425	232,869
Incoming resources	76,839	18,244	95,083
Resources expended	-78,623	-1,122	-79,745
Investment gains	0	0	0
Transfer between funds	0	0	0
Balance at 31 December 2020	114,660	133,547	248,207

12 SUMMARY OF ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £
Tangible Fixed Assets	47,651	0	0	47,651
Investment fixed assets	0	0	0	0
Current Assets	69,078	133,547	0	202,625
Liabilities				
Amounts falling due in one year	-2,069	0	0	-2,069
Amounts falling due after one year	0	0	0	0
Fund balance	114,660	133,547	0	248,207

Of the Unrestricted Funds, £38,704 has been set aside as Designated Funds for Quinquennial Church Repairs

Independent Examiner's Report

To the Trustees of St Martin of Tours, Chelsfield, Parochial Church Council

I report on the accounts for the year ended 31 December 2020.

Responsibilities and basis of report

The Church's trustees 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 Church's accounts carried out under section 145 of the 2011 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 Act.

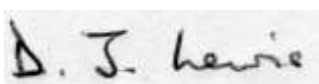
Independent Examiner's statement

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

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

Signed:



D J Lewis

46 Sutherland Avenue
Petts Wood
Kent
BR5 1RB

17 March 2021