

DEANERY OF HARROW



THE CHURCH  
OF ENGLAND

# **ST ANDREW'S CHURCH ROXBOURNE**

*Malvern Avenue, Harrow*

[www.standrewsroxbourne.org.uk](http://www.standrewsroxbourne.org.uk)

REGISTERED CHARITY N° 1131727



## **ANNUAL REPORT ON THE PROCEEDINGS OF THE PAROCHIAL CHURCH COUNCIL AND THE ACTIVITIES OF THE PARISH GENERALLY**

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### **FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL**

*for the year ended 31<sup>st</sup> DECEMBER 2023*

Approved by the Council at its meeting on Tuesday 16<sup>th</sup> April 2024

Rev. Lyndon North  
(Vicar and Chairman)

Olukemi Aina  
(Church Warden)

Gary Williams  
(Church Warden)

Kulan Mills  
(Hon. Treasurer)

Joyce Nickolay  
(PCC Secretary)

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# ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL 2023

## OUR MISSION: "TO KNOW CHRIST AND BE SENT"

### 1. Prayer, Worship, Bible study and Parish Outreach

1.1 The Church was not closed during 2023. Most of the regular worshippers attending in person many choosing to wear a mask. Communion wafers were given to communicants by the Vicar. Wine was offered with a majority take-up; a few communicants choose not to drink from the cup.

1.2 The main Sunday service continued throughout at the new start time of 10.00 am. The average attendance at the 10.00 am service for the same period including August averaged 82 members. The Sunday Service continued to be recorded and the link sent out by e-mail or WhatsApp and was available on the website.

1.3 The 8.00 am service resumed during the year with an average attendance of about 7 regular worshippers, including the Vicar. From time to time this was supplemented with 2 to 3 additional worshippers. There is no 8.00 am service in August.

1.4 Morning Prayer took place at 9.00 am every weekday with a communion service on Wednesday mornings starting at 9.30 am with an average of 8 attendees.

1.5 The Vicar took 5 funeral services at the church and had conducted 9 other funeral services at the crematorium. Bobbie Nadkarni (son of the first Vicar of St. Andrew's, Rev. Edward Nadkarni) died in Rio on 17<sup>th</sup> April. A rose tag, in memory of Bobbie, was added to the Rose in memory of his brother Ted who died in January 2021.

1.6 The Vicar and David Alleyne, our lay Pastoral Assistant, took home Communion as the need arose. Our Pastoral Group, comprising David Alleyne, Sue Broatch, Enid Scott-Kerr, Kulan Mills and the Vicar met regularly after Wednesday morning services to review the pastoral needs of the of the Parish. Healing prayers in the Lady Chapel at the end of communion at the 10.00 am service had re-started towards the end of the year. Other ways of keeping in touch with pastoral needs and care were found via use of the internet.

1.7 David Alleyne continued with the bereavement care ministry, which concentrated around two events. The Annual All Souls' Service was organised by Enid Scott-Kerr on Sunday 30<sup>th</sup> October at 10.00 am. The Lights of Life Tree was put in place during Advent, with the Vicar providing the tree and Mol Rowat organising the prayer cards and writing facility.

1.8 **Lent Group Meetings 2023** The Lent study for Lent (devised by the Church Urban Fund), was "Growing Good". The first week of Lent meetings in 2023 was week beginning Monday 27<sup>th</sup> February. The five Group Leaders were Susan McLeod, David Alleyne, Pam Storey, Keith Nicholls and The Vicar. Thirty members of the Congregation attended.

1.9 Other churches using our premises operated as follows: The Korean Church met every Sunday continuously throughout the year; Friends of Christ (Tamil Church run by multi-generational Tamil Christians) met every first and third Sundays; and Holy God Ministries (a Tamil Church run by and for new Christians of mainly Hindu background) met continuously every Sunday throughout the year.

1.10 Several of our congregation continue to subscribe to the New Daylight Bible Study notes run by the Bible Society. These books are issued 3 times a year and provide a very interesting and thought-provoking insight into understanding the Bible. We thank Gill Moore for continuing to organise this service.

**1.11 Communications** Advertising of church events, such as the Christmas market, continued to be done by the use of banners, the internet, community groups and people using the halls and proved to be effective.

Communication also took place with as many parishioners as possible, through E-mail, WhatsApp, text messaging and post. Our thanks are due to Wendy Godwin who organised and maintained the system.

**1.12** The Vicar circulated prayers through the internet at appropriate times. The 10.00 am service continues to be recorded with thanks to Keith Nicholls and is available on the website.

**1.13** Our website [www.standrewsroxbourne.org.uk](http://www.standrewsroxbourne.org.uk) is maintained by Keith Nicholls, with assistance from Sue Jull. A revised home page was developed in September. A new method of monitoring website Usage is being developed.

#### **1.14 STAR LINK**

Our weekly parish bulletin, giving the Sunday Collects and the Readings, topical notices and future events was maintained during the year. It contains the Old Testament, New Testament and Gospel readings and the welcome addition of coloured pictures thoughtfully introduced when appropriate by Sue McLeod who also prints the leaflet each week. We are grateful to Susan for her continued diligence in this task.

## **2 Working with Young People**

**2.1. Children's Church** meets every Sunday in the Youth Centre during the 10.00 am Morning Service. We Do not meet in August. We have approximately 15 children on our register with a regular attendance of 9-12 each week. We have an age range of 2-14 years.

The Group is led by Barbara North, Gill Moore, Brenda Udall, Sue Jull and Annie Dawson which works on a rota basis. Each session focuses on a Bible story linked to the Lectionary where possible and includes teaching, crafts, food and games. The children and young people are generally taught in one group but may separate for more in depth questions and study when older children are present.

The children continue to have a regular slot at the end of the 10.00 am communion service to report back on what they have learned.

**2.2 Messy Church** takes place once a month on a Saturday from 10.00 am till 12 noon. Children must be accompanied by an adult. We run a wide variety of craft activities and have a busy, fun filled morning, followed by worship and lunch. It is free of charge, but any donations are gratefully received. This year we explored some of the well-known Bible stories such as Joseph, Joshua, Moses, Jonah and Noah as well as celebrating Easter and Christmas. Father Christmas managed to pop in and was very Enthusiastically received. The light party was well attended. We averaged about 50 children per session.

**2.3 Little Steps** This is Little Steps third year. We have an average attendance of 20 families which often comprises one adult (Mum, Dad or Grandma etc.) and one child, but many families bring two or more children. During session time the hall has around 60 children and adults together, including our volunteer team. We are blessed with the continued presence of Lyndon and Barbara who link the activities of Little Steps to the wider church. We have had a number of families come forward to bring their children for baptism in 2023.

The volunteer team is strong and supportive, giving time to setting up, which takes roughly an hour and a half and clearing up which is less as parents also help to some extent. The weekly entrance fee of £2 per family pays for all equipment. In August 2023 we acquired and erected a new shed in the area behind the halls to store large play equipment. We also started to use the church card machine as an alternative to cash for entrance.

As the winter set in we experienced heavy rain and flooding in the under-stage storage area which is an ongoing problem.

Little Steps has maintained a steady flow of new families, which also links into Messy Church. We receive donations of toys from time to time which adds to our collection as some need replacing. The whole team is dedicated to creating a welcoming environment for our diverse community and our shared vision is to bring our Christian faith to all the people we meet at Little Steps, young and old.

**2.4 Holiday Club** We had an excellent Holiday Club in the Summer with 100 children attending over 3 days with approximately 80 each day. The children are aged 5-10 years. We had 15 helpers who fulfilled a variety of roles including leading a group, running a craft or initiating and supervising games on the field.

Our '**Mission Impossible Holiday Club**' focussed on the seemingly impossible task of going into all the world and sharing the good news of Jesus and finding out that everything is possible with God.

Our aim as always, is to share the love of Jesus with our community in an exciting and accessible way, and we look forward to doing it again this year.

**2.5 St Andrew's Youth** St Andrews Youth Club meets every Friday during term-time between 7-9 pm. The Youth Club is community based and attracts young people from all faiths and none. We currently have 35-45 regular attenders on a weekly basis with over 100 young people on our register. This includes both boys and girls.

We use all our facilities across the site, including basketball in the car park, football on the field, Dodgeball in the large hall, table tennis, board games, table football, table tennis and pool in the Youth Centre.

We are a Christian Youth Club and provide opportunities for the young people to talk about faith in a small group from time to time and also have a whole group prayer at the end of each session.

Some of our young people also now attend our Youth Club on Sunday Group. Our aim is to provide a safe environment for the young people to relax and have fun in and to provide positive adult role models. As Christians we also provide opportunities to share our faith through our words and actions.

We currently have 14 volunteer helpers helping on a rota basis. As with all our groups we are always looking for additional help as each week we require a minimum of 6 helpers to maintain the safeguarding criteria. If you think you could help in any capacity, please let Rev'd Lyndon North and Barbara North know.

**2.6 Youth on Sunday** This is our Young Peoples Group for Youth aged from 11 years. This group is led by Ayo Aina and Deke Adebambo. They meet on a monthly basis to discuss aspects of the Christian faith.

## **2.7 Scout organisations.**

Personnel: Group Scout Leader – Connor Liberty; Beavers (6-8) – Darrell Courten; Cubs (8-10) James Courten; Scouts (10-14) Darrell Courten

The Beavers, Cubs and Scouts are still very active and numbers have remained steady over 2023 and are always looking for new starters. We now have a new leadership team and we hope the Group continues to grow. Thanks go to everyone at St Andrew's Church for their support and continued friendship.

We have grown our team at 9th Roxeth to now include: three new trustees, two more Scout section leaders to support Darrell Courten, one new Cub section leader to support James and Anne, and a new Beaver leader to also assist Darrell.

Our numbers for Cubs and Scouts have grown exponentially (we now have introduced a waiting list for new starters). However, our beaver numbers are down from last year. This is due to Beavers moving onto the older Cub section. We have thus far struggled to introduce new beavers to replenish these losses.

A plea to church members to send any potential new beavers our way. We are looking for Beavers who are 6 years old (and no older) as the cub section is full and we do not want them to move on too quickly.

Our thanks to the church for the use of the wonderful space every week, and for the church recently allowing the beavers to look around the church to learn for their 'Faith' badge.

**2.8 School Assemblies.** The Vicar continues to maintain and strengthen our links with 7 local schools and frequently takes some assemblies. Children from the various schools visit the church on various occasions and the Vicar gives them instruction in the faith. The Vicar also visits schools across the Harrow and Hillingdon Deanery.

**2.9 Safeguarding** St. Andrew's takes this issue seriously and continues to fulfil its obligations (under Section 5

of the Safeguarding and Clergy Discipline Measure 2016) that our vicar, churchwardens and the PCC as a whole "have due regard to guidance issued by the House of Bishops on matters relating to the safeguarding of children and adults". See the latest information on the following websites:

<https://www.churchofengland.org/more/safeguarding#na>

<https://www.churchofengland.org/safeguarding/promoting-safer-church/policy-practice-guidance>

Our Church Safeguarding Officer (CSO) is Mrs Marita Brown (from 4<sup>th</sup> January 2017).

Gill Moore has continued as the Section X checker" – confirming identities and processing the necessary on-line Disclosure & Barring Service application process through the Diocese.

All organisations using St. Andrew's premises are also required to have and have confirmed that they have suitable Safeguarding Policies in place which meet Diocesan requirements or have agreed to and signed the Parish Safeguarding Policy issued by the Diocese.

All hirers of the church premises are required to agree to and to sign a hiring document containing a paragraph about the Parish Safeguarding Policy.

The Vicar and the CSO and all PCC members have undertaken all safeguarding training courses required by the Diocese, including 'Raising Awareness of Domestic Abuse' which was completed by all in November 2023. All members of the current PCC are up to date with their safeguarding training requirements. The CSO continually tries to be aware and follow up the latest Diocese Safeguarding Requirements as they arise and to approach other new volunteers helping in various groups to encourage them to do the relevant training. As all safeguarding training needs to be renewed every 3 years, this is an ongoing task.

The CSO started to complete the Parish Dashboard in summer 2023, a safeguarding tool which the Diocese is encouraging all parishes to complete. This covers all aspects of safeguarding and allows the Diocese to see all the safeguarding measures in place within our own parish. In March 2024 we have now reached Level 3 of the Parish Dashboard (out of 3 levels) and are running at 90% progress, which is above the average of most parishes.

Safeguarding information and contact numbers are displayed at various locations on the Church premises.

Information concerning Safeguarding in the Church can be found on the Parish Website:

[www.standrewsroxbourne.org.uk](http://www.standrewsroxbourne.org.uk)

Marita wishes to thank everyone who has helped to answer questions to aid her role and to thank all the people for doing the required safeguarding training for all the various responsibilities they have.

### **3 Working with adults, social and community events**

#### **3.1 St.AR Friends (St. Andrew's Roxbourne Friends)**

Sadly, Pam Storey, leader of the group for 16 years, after a great deal of careful consideration and prayer, stepped down in 2022, mainly due to her mobility problems. It is a joy to know that a lot of members still keep in touch with each other and some of the helpers too! A thank-you lunch was held for Pam after the morning service on 19th February.

#### **3.2 Social Committee**

We had a very enjoyable and successful picnic to celebrate the Kings Coronation in May. Unfortunately, the weather was not good enough to hold this event outside but we managed to fit everyone in the main hall with the bouncy castle! The children thoroughly enjoyed the bouncy castle. Wendy Godwin organised a very successful biscuit making competition. We had over 100 people attending this event, the majority of whom were not members of our congregation, so it was a good community event.

We had a very successful fun quiz on September 30<sup>th</sup>. It was very well attended with Roger Moore writing the questions and Rebecca Pennells as quiz master. We raised over £ 1,009, which was jointly shared between St Andrew's and the Amasango School, of which Rebecca is a trustee.

We had a very enjoyable Harvest Lunch at the beginning of October.

The Christmas Market in November was well attended. We had the traditional stalls as well as some new ones. The Father Christmas Grotto was superb and a very busy Father Christmas, ably assisted by his elf, met over 90 children. We raised nearly £3,000 for this community event.

**3.3 After Service coffee** Georgina Sage continued maintaining the coffee supplies and Judi Grice organised the coffee rota. The after-service drinks remain free of charge.

**3.4 The Sunday Lunch Club**, meeting on the first Sunday in the month at the Ascott in Eastcote resumed in November 2021. It continues to flourish averaging 6-9 people attending.

### **4. Music**

#### **4.1 Music and Choir and Servers**

Although we presently have no permanent choir, a group of just over 20 singers were able to come and lead a Carol Service the weekend before Christmas with a varied mix of popular items for all to sing and a number of more specialist carols for choir alone. It was well attended despite the competition of various local Christmas concerts. St Andrew's was also represented once more in the 60-strong choir for the annual Deanery Choirs' Festival service held St John's Church, Greenhill, central Harrow in October.

**4.2** Sunday services continue to be led musically by our Organist, Alan Heyes, whose expertise, loyalty and diligence are much appreciated and help ensure uplifting worship.

**4.3** Thanks are due to David Alleyne, our Head Server, who continues to lead the team of servers, comprising Susan Brown, Enid Scott-Kerr and Gill Moore, who lay-up on a Saturday working on a rota basis in preparation for the Sunday service. Other servers include Marita Brown, Di Bidder, Ann Varley, Omid Sarafun, Keith Kiruba, Albi Kirubahara and Michael Joshua.

### **5. Donations to charities**

We encourage church members to take individual responsibility and ownership for giving to missions and other good causes of their choice, so that as a church we can devote what resources we have to local mission. However, we continue to promote seasonal appeals as follows (where applicable, the sums quoted include tax refund through Gift Aid):

**Lent 2023** The DEC (Disaster Emergency Committee) fundraising for earthquake relief in Turkey and

Syria was selected as the Lent charity. £1,019 was paid in May 2023.

**Christian Aid Week** - £557 was raised at a Big Brekkie on 14<sup>th</sup> May in the church hall between the two morning services. Thanks are due to Rebecca Pennells for organising and running the event. As it was not possible to organise door-to-door collections during the last few years, this has become a regular way of raising funds in the future.

**Friends of Amasango** - A UK based Christian that supports learners at the Amasango School in Makhanda, South Africa, was supported by raising and paying £ 510 at a Quiz night (that also raised funds for the church) run in September. The money funds food, toiletries, basic clothing and in some cases shelter for the children.

**Harvest 2023** - **Noah's Ark Children's Hospice** was selected as the Harvest Charity. £700 was raised and paid in October.

**Christmas 2022 and 2023** - Three charities were selected in both years for support during Christmas.

- **Angel Tree**, the Charity that enables prisoners to send Christmas presents to their children. Donors gave gifts; in addition a cash donation of £194 and some being used to offset the cost of postage was paid in December.
- **Firm Foundation**, a charity for the homeless was selected for Christmas and the 2022 collection, £1,794 was paid in early 2023 and then the 2023 collection £710 was paid in January 2024.
- **Shoe Boxes** Donations to Samaritan's Purse's Operation Christmas Child, that collects and distributes gifts in shoe boxes for children in all parts of the world, was organised and led by Barbara North. In excess of 35 shoe boxes were donated and sent to the appropriate centre.

## 6. Who's who in the Church

**6.1** Our **Archbishop** in the See of Canterbury is the Most Reverend Justin Welby, appointed in 2012.

**6.2** Our **Bishop** in the Diocese of London is the Right Reverend Dame Sarah Mullally who was installed on 12 May 2018.

**6.3** The **Area Bishop** of the Willesden Area appointed in November 2021 is the Rt. Revd Lusa Nsenga-Ngoy; formerly he was part of the BAME (Black and Minority Ethnic) in the Diocese of Leicester.

**6.4** Our **Archdeacon** in the Northolt Archdeaconry is the Venerable Catherine Pickford, appointed in September 2020. St Andrew's is visited generally every 3 years by the Archdeacon who verifies all registers, minutes and other written records, goods and ornaments, and compliance with faculty-requirements. The planned 2023 visitation took place on Tuesday 25th April 2023. The role of the archdeacon is both pastoral, and administrative, granting (or refusing) permission for changes to the buildings.

**6.5** **Harrow Deanery** consists of 21 parishes and 12 other chaplaincies. Our **Area Dean** of Harrow is The Rev'd Ann Lynes since March 2021, who is also Priest in Charge of Holy Trinity, Northwood. The former Area Dean was the Rev'd Ian Dowsett, who served from January 2016 to March 2021 and is also Vicar of our neighbouring parish of St Paul, South Harrow. The role of the Area Dean is to support the clergy in pastoral matters, and to take charge, along with the churchwardens, in an interregnum.

**6.6** Our **Vicar** is Revd Lyndon North, appointed 2012, St Andrew's Vicarage, Malvern Avenue HA2 9ER. (Tel 020 8422 3633). Currently now chaplain at Northwick Park Hospital and RAF Northolt.

**6.8** Our **Church Wardens** are Kemi Aina (appointed in April 2019) and Gary Williams (appointed in May 2022). Churchwardens are appointed every year by the meeting of parishioners, which immediately precedes the Annual Parochial Church Meeting (APCM). No Assistant Churchwardens were appointed in 2023. Churchwardens are limited to 6 years continuous service, unless a special Resolution is passed by the meeting of Parishioners dispensing with that limitation.

**6.9** **Deanery Synod** Our current representatives are Paul Hart and Susan McLeod who were elected in 2020 for three years but can serve for a longer period if elected to do so. Representation on the



Deanery Synod 1 per 57 on the Electoral Roll and the figures are rounded up from 57. As we have between 114 and 171 on our Electoral Roll our deanery representation is recorded as 3 members.

**6.10 The Parochial Church Council (PCC)** has as its purpose “to cooperate with the Vicar of St Andrew's in promoting in the parish the whole mission of the Church: pastoral, evangelical, social and ecumenical.

It is a “body corporate with perpetual succession” which means, in everyday English, that members may come and go but the PCC goes on for ever. It is a registered charity (Nº 1131727).

Its members are the trustees and are elected by members of the church who are registered on the parish's Electoral Roll. A list of members of the PCC for 2023 is given in Appendix A. The list of current members is posted in the church porch. The vicar is the Chairman of the PCC. The Church Wardens, and Deanery and Diocesan Synod representatives are *ex officio* members of the PCC. There are up to 12 directly elected members who are appointed to serve for three-year terms, with a few members standing down each year and eligible for further election subject to a person not serving continuously for more than six years without standing down for at least one year. The PCC also has power to co-opt up to two additional members.

To avoid conflict of interest, PCC members should not normally be paid by the church for services. David Alleyne received payment as vergers at funerals. Apart from reimbursements for purchases made on behalf of the church, no other payments were made to PCC members.

**6.11 The Electoral Roll** is a list of people over 16 and baptised in the Anglican Church who *either* have worshipped “regularly” at St Andrew’s for at least 6 months *or* live in the parish. The Electoral Roll is updated before each APCM (although people can join at any time) and is renewed completely every 6 years. The next six-yearly renewal is due in 2025. Annie Dawson kindly took on the role of Electoral Roll Officer after the last APCM. The Electoral Roll for 2023 was recorded as 151 of whom 80 are resident within the parish, and 71 living outside the parish.

**6.12** The PCC has a legal duty to appoint members to the **Standing Committee** (See Appendix A) and has the power to appoint various other **sub-committees** as it sees fit. The Vicar is *ex officio* a member of the standing committee and all sub-committees. Members of sub-committees do not have to be members of the PCC. The PCC agreed at its meeting on 6<sup>th</sup> June that there should be sub-committees for: (a) Estate Management; (b) Communications; (c) Pastoral Team; (d) Social events; (e) Stewardship & Grants; (f) Star Link, (g) Service Rota participants and (h) Children & Youth Group.

## **7. The work of the PCC**

7.1 Current arrangements are for the PCC normally to meet every other month, with the Standing Committee normally meeting in the alternate months. The PCC met on 10<sup>th</sup> January, 12<sup>th</sup> March, 2<sup>nd</sup> April, 4<sup>th</sup> July, 5<sup>th</sup> September and 7<sup>th</sup> December and the Standing Committee met on 3<sup>rd</sup> October, 1<sup>st</sup> November and 5<sup>th</sup> December 2023.

7.2 The Agenda for each PCC meeting is e-mailed to members one week in advance of the meeting. A summary of the Minutes is placed in the notice board at the back of the church. PCC members consult by e-mail in between meetings.

7.3 General Data Protection Regulations (GDPR) came into force in May 2018. Joyce Nickolay has incorporated this task with her work on the Parish Directory, and was reappointed at the PCC meeting on 4<sup>th</sup> July following the APCM on Sunday 23<sup>rd</sup> April.

## **8 Estate Management**

As one member has commented “We are in the mission business – with sacrificial giving – and not that of real estate”. However, we are stewards of buildings and a site which occupies nearly two acres of potentially very valuable land. Matters involving care and use of our premises do occupy a lot of time for the PCC, standing committee, wardens and sub-committees.

**8.1 The Flat** The flat has been let by a family since December 2022. It is managed by Easterine Suresh

from the Estate Agency, GGHomes, on a commission free basis. She also advises on any repairs needed and liaises with the churchwardens on tenancy matters. The annual shorthold tenancy agreement was renewed in December 2023. The rent is paid directly by monthly standing order into the church's bank account.

**8.2 Hall lettings.** Weekday lettings are ably managed by Sue Barnard, the Vicar's Secretary. The main day-time in the Youth Centre being the Playgroup under the leadership of Claire Severino. In the large hall the main day-time letting is the Respiratory group twice a week which organised by Harefield Hospital. Weekday evening lettings include the Scout groups, Sparks, Shirline Step classes, Sam Dance Studio, Bootcamp with Sheila, Capital Connection singing group and Harrow Association for Disabled people. Weekend lettings are being well managed by Martin Leon who lives in the flat next door.

**8.3 Caretaking.** Chris Netsel has continued as caretaker at weekends, and the Vicar locks the halls and Church on weekday evenings. The Church remained open on weekdays in daylight hours for private prayers. The cleaning firm, comprising Pam Quartermaine and helpers, continued to clean both halls.

**8.5 Church cleaning rota** Chris Mills continues to organise the volunteer church cleaning rota comprising 'ten teams of helpers' who clean the church fortnightly. A number of long serving individuals have dropped out of the rota due to age and other reasons, so there is a need for more helpers.

**8.6 Health and Safety** A plan already exists for the evacuation of the Church and hall in emergencies. Although the risk of catching Covid had subsided due to the national vaccination programme some worshippers felt more comfortable wearing masks.

**8.7 The Estate Management Team (EMT)** is responsible for ensuring that the church, halls and grounds Which are equipped and maintained to a high standard in terms of facilities, cleanliness/tidiness and repair as well as advising on any statutory and/or Diocesan requirements relating to the premises – such as compliance with fire protection regulations, the provisions of the Disability Discrimination Act, and formulating a general Risk Assessment strategy. The repairs undertaken in 2023 were as follows:  
Fluctuation of the power supply, in January, to the site has caused the replacement of two circuit boards on the main boilers and two relay contact units on the youth centre heating. The suspected leak is still under investigation.

There has been no major work completed this year, other than a power supply provided to the servers' vestry.

**8.9 Christmas lights** were switched on Paul Hart and Keith Nicholls. It comprised a lively display of snow falling down the side of the church.

## **9 Finance.**

The Treasurer's report on the Financial Accounts follow this report.

### **Independent Examiner**

Mr Noel Rajaratnam of 19 Deane Ave, Ruislip, HA4 6SP continues to be the independent examiner. Mr Rajaratnam has examined the accounts other financial statements that follow.

### **Volunteer Workers and Finance**

Many members devote many unpaid hours of work to St. Andrew's in various capacities, which saves the church thousands of pounds. However financial giving has been holding at a steady level but not increasing in line with increases in cost. Ageing membership is reflected in the reduction in numbers of both money giving and volunteer workers. This needs to be reversed by recruitment of new members and volunteers and there are good signs that this is happening. Our hall let income continues to sustain our income. We took a decision in late 2023 not to let our hall on Sundays and this will reduce our income slightly but we expect to increase our weekday letting to compensate for it. A single family tenancy has secured our flat income since December 2022.

We are expected to meet our true cost of the common fund set just above £92k but we have been

allowed to pay £40K in 2021, £48 in 2022 and £60K in 2023 and £66K in 2024. It will be difficult for us to meet our full cost in the near future without substantial increase in voluntary income. Our operational cost is running at £2,700 a week. Our members contribution including donations (excluding a one-off legacy donation of £47k in 2023) contribute £1,150 a week, just 42% of the cost.

Our letting income from Halls and the Flat helps us to bridge the gap and then to begin restore reserves. We need to increase the number of people in committed giving as well as amounts given per person. Recent increases in new church attendees gives us hope that this is possible. Giving has been relatively static in recent years and our aim is to get more worshippers into the church.

**9.2 Planned giving**, now almost entirely by standing order, remains the bed-rock of our church's finances. Membership of our Stewardship scheme decreased from 58 (in 2021) to 49 (in 2022) but has shown a small increase to 53 currently. A vast majority, 50 currently, give by standing order, which is the most convenient way for both the giver and church.

**9.3** Peter Sage continues to be our Legacy Officer. This is a sensitive area, but it provides an important potential source of income from which many churches increasingly benefit.

**9.4** Stewardship is not of course just financial: equally important are the planned giving to God of time and talents - and, indeed, more widely in acting as Stewards of God's Kingdom. We also continue to be accredited as a "Fair Trade Church." As such, we are committed to using Fairtrade tea and coffee at all church-hosted refreshments and encourage greater use of Fairtrade products. Recyclable disposal cups are used on a regular basis.

**9.5** The PCC annually reviews: the organist's stipend; bell-ringers, vergers; payments to the Vicar's secretary, caretakers; and clergy expenses and allowances in line with the London Living Wage. The statutory fees for weddings and funerals are set by the Diocese each year.

## **10. Wider Outreach to the Community**

**10.1** Our premises continue to be used extensively by Church groups, the Uniformed Organisations and outside lets - some of which are long standing.

**10.2** We were pleased to provide the venue once more for our Uniformed Organisations to put on a first-class bonfire and fireworks display on Saturday 4<sup>th</sup> November with church members assisting.

**10.3** Meetings of the local *Churches Together in South Harrow* take place every three months. Recently they worked together in providing warm spaces. Their website is:

<https://connectingsouthharrow.wordpress.com>

and has information about the 6 churches in South Harrow: [Christ Church Roxeth](#); [Roxeth Free Church](#); [St Andrew's Roxbourne](#); [St Paul's South Harrow](#); [South Harrow Baptist Church](#) and [South Harrow Methodist Church](#).

**11. In Conclusion** To save space, the many who have contributed to the well-being of St Andrew's, both those mentioned by name above and the many unnamed, have not been thanked in the body of the report, but the PCC would like to conclude by saying how grateful we are to all who have given time and talents.

### NOTES

1. The normal address for external correspondence to the PCC is:  
The Vicarage, 89 Malvern Avenue, Harrow, Middlesex, HA2 9ER  
and marked as appropriate for the attention of the PCC Chairman, Secretary or Treasurer.
2. The PCC's bankers are: HSBC plc
3. The Independent Examiner of the PCC's accounts is: Mr Noel Rajaratnam of 19 Deane Ave, Ruislip, HA4 6SP.

## **APPENDIX A**

### **PCC MEMBERS, 2023**

#### **Vicar (Chairman) and ex officio**

Rev<sup>d</sup> Lyndon North

Mrs Kemi Aina            Warden (*from April 2019*)

Mr Gary Williams       Warden (*from May 2022*)

*NOTE: Wardens are elected or re-elected every year normally for a maximum period of 6 years.*

#### **As Deanery Synod Representative and ex officio 2020 – 2023**

Mr Paul Hart

Mrs Susan McLeod

#### **As Directly Elected Member**

Mr David Alleyne        (*May 2022 – April 2025*)

*Already served 6 years followed by a year's break*

Mrs Marita Brown       (*April 2021 - April 2024*)

*Elected for a second term*

Mr Orley McIntyre       (*April 2021 – April 2024*)

Mr Kulan Mills           (*April 2021 – April 2024*)

Mrs Gill Moore           (*April 2021 – April 2024*)

Mrs Joyce Nickolay       (*April 2021 – April 2024*)

Mrs Barbara North       (*April 2023 - April 2006*)

*NOTE: Members are elected for a 3-year period and can only stand for 6 years before being required to stand down.*

### **STANDING COMMITTEE**

The Vicar and Churchwardens are members *ex officio* of the Standing Committee.

Mrs Kemi Aina, Churchwarden

Mr Gary Williams, Churchwarden

Mr Kulan Mills, Treasurer (elected at the APCM)

Mrs Joyce Nickolay, Secretary (elected by the PCC from September 2019)

Mrs Marita Brown (elected by the PCC)

Mrs Gill Moore (elected by the PCC)

**Parochial Church Council**  
**St Andrew's Church, Roxbourne**  
Registered Charity Number 1131727

**ACCOUNTS FOR THE YEAR 2023**

<b>Page No.</b>	<b>Content</b>
1	PCC Treasurer's Notes to the Financial Statements  Note: Each Financial Statement shows comparative figures for the year before alongside the current year's figures.
2	Balance Sheet at 31st. December 2023 This shows Assets and Liabilities at the end of the year.
3	Statement of Financial Activities (SOFA) This shows the summary of Income and Expenditure for the year.
4	Accounting Policies This sets out the accounting policies followed.
5	Incoming Resources This shows, under different headings, income for the year.
6	Resources Used This shows, under different headings, expenditure for the year.
7	Notes This shows further notes, explanations and balance sheet analysis.
8	Independent Examiner's Report to the PCC.

# **Parochial Church Council of St Andrew's Roxbourne**

## **Notes to the Financial Statements for the Year ended 31 December 2023**

### **Financial Review**

2023 can be considered a full recovery year for church finances, after two plus years of pandemic disruption from early 2020 and then, in 2022, facing the church's major Tower repair project. I am please to report that by the end of 2023, we have reached a good level of financial health and and our reserves are at a very high level. The main reasons are noted below.

#### **Income**

As in the recent past the stewardship income was steady, and as these are received on a monthly basis, we were able to meet regular monthly payments without touching our savings.

#### **Expenditure**

The PCC maintained its committed contribution to the Diocesan Common Fund at £60,000, a figure well short of our common fund cost, which is just above £90,000. We paid near full cost in 2020 but, as the pandemic had a major effect on parish finances, the Diocese accepted what we proposed and justified as affordable giving. These were £40,000 in 2021, £48,000 in 2022, £60,000 in 2023. We have agreed £66,000 for 2024. . These reduced level payments helped us to build our reserves back.

As from late 2022 and until late 2023, we faced high increases in energy costs. In late 2023, we were able to obtain good rates for entering into three year fixed price contracts for both gas and electricity.

#### **Cash and Cash Deposits**

Cash, Bank and Savings deposits increased by £ 77,000. As substantial part, £ 46,750 of it was due to a last will donation from the estate of late Len Gray.

### **Reserves Policy**

It has been PCC Policy to maintain a balance on unrestricted reserves amounting to at least three months average expenditure excluding our contribution to the Diocesan Common Fund. On that basis, at the end of 2023, the unrestricted reserves amounted to 27 months of the year's average expenditure.

### **Risk Policy**

Insurable risks are covered by our comprehensive insurance policy with Ecclesiastical Insurance Company. The buildings (except the Vicarage which is not the PCC's responsibility) and contents are now insured for £ 8.4 million.

The flat, which has tenants on an Assured Shorthold Tenancy agreement has had the mandatory landlord's annual safety checks and certification carried out for Gas and Electrical equipment.

The church has a Church Safeguarding Officer and a children's Champion and secures the necessary DBS clearances on those working with children and vulnerable adults. All members of the PCC have completed training on safeguarding and awareness provided by the Diocese.

Approved by PCC on 16 April 2024, and  
signed on its behalf by PCC Treasurer,  
P Kulan Mills FCA, FCMA, CGMA

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE  
BALANCE SHEET  
AS AT 31 DECEMBER 2023

		2023 £	2022 £
FIXED ASSETS			
	1	13,014	13,014
CURRENT ASSETS			
Debtors	5	12,661	26,929
Deposits - CBF's CCLA		163,724	78,617
Bank - Main Account		14,245	23,275
Bank - Stewardship Account		2,868	2,493
Cash in Hand		725	63
		194,223	131,377
CURRENT LIABILITIES			
Sundry Creditors	6	7,713	14,274
Diocesan Loan	7	-	20,000
		7,713	34,274
NET CURRENT ASSETS		186,510	97,104
TOTAL NET ASSETS		199,525	110,118
FUNDS			
Restricted			
Missions & Charities	8	877	1,359
Roses Fund	8	433	633
Organ Fund	8	1,333	2,426
Church Kneeler Fund	8	1,048	
Altar Frontals Fund	8	2,869	
Star friends Fund	8	378	
		6,938	4,418
Unrestricted			
General Reserve	9	192,587	105,700
TOTAL FUNDS		199,525	110,118

SOFA on page 3 and the Analysis and Notes on pages 4-8 form part of these accounts.

These accounts were approved at the PCC meeting held on 16 April 2024.

  
Chairman  
Rev. Lyndon North

  
Hon Treasurer  
Mr Kulan Mills

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023

		General Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
INCOMING RESOURCES					
Voluntary Income	2a	107,765	8,859	116,624	85,445
Activities for Generating Funds	2b	111,997	-	111,997	94,440
Income from Investments	2c	4,852	255	5,107	1,021
Income from Church Activities	2d	5,053	-	5,053	28,657
TOTAL INCOMING RESOURCES		<u>229,667</u>	<u>9,114</u>	<u>238,781</u>	<u>209,563</u>
RESOURCES USED					
Church Activities					
Grants	3a	13	6,594	6,607	2,770
Activities relating to the work of the church	3b	130,168	-	130,168	122,511
Church Management & Administration	3c	10,084	-	10,084	9,880
Exceptional & Non-annually recurring costs	3d	2,215	-	2,215	104,482
Governance Costs	3e	300	-	300	300
TOTAL RESOURCES USED		<u>142,780</u>	<u>6,594</u>	<u>149,374</u>	<u>239,942</u>
NET INCOMING/(OUTGOING) RESOURCES		86,887	2,520	89,407	(30,380)
NET MOVEMENT IN FUNDS		<u>86,887</u>	<u>2,520</u>	<u>89,407</u>	<u>(30,380)</u>
BALANCES (brought forward at) 1 JANUARY 2023		105,700	4,418	110,118	140,498
BALANCES (carried forward at) 31 DECEMBER 2023		<u>192,587</u>	<u>6,938</u>	<u>199,525</u>	<u>110,118</u>



## 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 PCC's, and with the Regulations 'true and fair view' provisions. They have been 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)).

### INCOMING RESOURCES

Incoming resources are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the benefit of use of the resources and
2. their ultimate receipt is virtually certain; and
3. the monetary value can be measured with sufficient reliability.

Grants, donations and legacies are included in the SOFA when any pre-conditions preventing their use by the PCC have been met. Collections and planned giving are included when the funds are received.

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Rental income from the letting of church premises is recognised when the rental is due. (See note below.)

Investment income is accounted for when receivable.

The value of any voluntary help is not included in the accounts but described in the annual report.

### EXPENDITURE AND LIABILITIES

Liabilities are recognised as soon as the legal or constructive obligation arises.

Governance costs include the cost of the examination of the statutory accounts.

Grants and donations are recognised when a commitment has been made externally and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC.

### 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.

#### Movable 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.

No value is placed on any movable church furnishings that cannot be disposed of without a faculty, and which are regarded as "inalienable" property held on special trust on behalf of the PCC, and forming part of the consecrated property excluded from the financial statements by the Charities Act 2011.

#### Tangible fixed assets

These are capitalised if they can be used for more than one year and cost at least £5,000. They are valued at cost or else for gifts in kind, at a reasonable estimate of their open market value on receipt. The youth centre and field are included as functional assets of the PCC at a value of £13,014, being the historic cost at acquisition.

No depreciation is provided on buildings as the currently estimated value of the property is not less than the carrying value and, as the remaining useful life of these assets currently exceed 60 years any depreciation charge would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified, quantified, and included in expenditure for the year.

#### Short Term Deposits

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

### RENTAL INCOME

#### Flat Rent

St Andrew's receives rental income from a property on the site. The property is owned by the London Diocesan Fund along with the associated halls. The building was considered an integral part of the church, with access from the church to the property existing internally. The building was historically used for caretakers. In more recent years the property, which is adjoined/linked to the church has been rented out. The rental income is disclosed in the accounts. The value of the asset has not been recorded within the accounts at either historical cost nor as a revaluation. The historical value is uncertain and considered immaterial as it was built in the 1950s when the entire land site was valued at £1,100. St Andrew's building are insured and the overall insurance value is considered to be £8,400,000

#### Halls Rent

The halls receive rental income on both regular and occasional weekday hire as well as short hourly day lets at weekends. This income is disclosed separately in the accounts.

### FUNDS

#### Unrestricted Funds

Unrestricted funds 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 Annual Report.

#### Restricted Funds

Restricted funds 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

The PCC has no endowment funds.

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>2a Voluntary Income</b>				
Communion & General	5,269		5,269	6,037
Pledges & Stewardship	42,256		42,256	39,738
Tax Refund (Stewardship)	9,646		9,646	8,288
Donations including (Gen) tax refund	50,594		50,594	4,317
Lent offering DEC Appeal Syria & Turkey (2022 Stadbyme)		1,079	1,079	940
Christmas Angel Tree (2021 Angel Tree)		434	434	318
Pew Kneeler Fund		1,000	1,000	
Altar Frontals Fund		2,795	2,795	
Star Friends Fund		368	368	
Tower Project Donations			-	23,301
Food Bank			-	365
Christain Aid - Big Breakkie		557	557	632
Friends of Amasango (Quiz night donation)		510	510	
Roses Fund		154	154	310
Organ Fund		20	20	40
Harvest Charity Noah's Ark Hospice		687	687	
Christmas Charity: Firm Foundation		1,242	1,242	1,139
Contribution from General Fund		13	13	20
	107,765	8,859	116,624	85,445
<b>2b Activities for Generating Funds</b>				
Christmas Bazaar & Quiz Night (Church part)	2,713		2,713	3,154
Flat rent	18,000		18,000	11,293
Halls rental	91,284		91,284	79,994
	111,997	-	111,997	94,440
<b>2c Investment Income</b>				
General Reserve	4,852		4,852	969
Restricted Funds allocation		255	255	52
	4,852	255	5,107	1,021
<b>2d Income from Church Activities</b>				
Junior Church & Youth	2,609		2,609	2,240
Baptisms, Weddings & Funerals	2,444		2,444	3,776
Diocesan Grant for Tower Project			-	20,000
Diocesan Energy Grant			-	2,641
	5,053	-	5,053	28,657
<b>TOTAL INCOMING RESOURCES</b>	<b>229,667</b>	<b>9,114</b>	<b>238,781</b>	<b>209,563</b>

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

		Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>3a Grants</b>					
Missions and Charities			6,594		2,750
Charity contribution from General Fund		13		13	20
Vicar's Discretionary Fund					-
	8	13	6,594	13	2,770
<b>3b Activities relating to the work of the church</b>					
Diocesan Common Fund Quota		60,000		60,000	48,000
Diocesan Fees		1,804		1,804	1,528
Services & Sanctuary		1,724		1,724	2,985
Junior Church & Youth		2,816		2,816	1,336
Clergy Expenses		1,444		1,444	4,108
Choir & Organists		3,380		3,380	4,558
Gas		13,622		13,622	9,507
Electricity		10,154		10,154	7,378
Water		2,157		2,157	2,749
Telephones		1,228		1,228	965
Waste Collection		1,377		1,377	1,534
Insurance		4,290		4,290	4,005
Repair and Maintenance		13,125		13,125	20,281
Roses/Garden				-	208
Cleaning and Caretaking of Halls		10,308		10,308	10,707
Coffee & Refreshments		1,275		1,275	1,101
Cleaning Materials		1,464		1,464	1,561
		130,168	-	130,168	122,511
<b>3c Church Management &amp; Administration</b>					
Secretary		3,350		3,350	3,350
Office & Publications		6,734		6,734	3,094
Flat Bad Debts written off	11	-		-	3,436
		10,084	-	10,084	9,880
<b>3d Exceptional &amp; Non-annually recurring costs</b>					
Tower Project Cost		1,217		1,217	124,866
Prior year expense provision		998		998	
Tower Cost - VAT Refund					(20,384)
	10	2,215		2,215	104,482
<b>3e Governance Costs</b>					
Professional Fees - Ind Examiner fee		300		300	300
		300	-	300	300
<b>TOTAL RESOURCES USED</b>		142,780	6,594	149,374	239,942

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

	2023 £	2022 £
<b>4 Missions and Charities</b>		
Expenditure during the year:		
Lent - DEC (Standby 2022)	(1,019)	(960)
Ukrainian Aid	-	(365)
Harvest - Noah's Ark Hospice	(700)	-
Christian Aid	(557)	(411)
Abasango	(510)	-
Angel Tree - Christmas	(424)	(319)
Christmas - Firm Foundation	(1,794)	(1,139)
	<u>(5,004)</u>	<u>(3,194)</u>

	2023 £	2022 £
<b>5 Debtors</b>		
Halls Rental	6,950	3,133
Gift Aid Tax - Accrued for Qtr 4 of year	3,038	3,182
Tower project - VAT Refund		20,384
Sundry Debtors	2,673	230
	<u>12,661</u>	<u>26,929</u>

	2023 £	2022 £
<b>6 Creditors</b>		
Prepaid halls rental/deposits	2,905	2,350
Prepaid Flat rent	435	435
Vicarge Repair Fund	2,006	1,506
Tower project - Builder's retention money	-	2,900
Utility - Gas, Water & Waste accruals	1,069	5,964
Sundry expense accruals and provision	1,298	1,119
	<u>7,713</u>	<u>14,274</u>

	2023 £	2022 £
<b>7 Diocesan Loan</b>		
Interest Free Loan to fund Tower Project expenditure (paid off in 2023)	-	20,000

	Opening 1st Jan 2023 £	Donations & tax and Interest £	Gen Fund Subsidy £	Payments £	Closing Dec 2023 £	31st
<b>8 Restricted Funds</b>						
Lent Charity DEC Turkey & Syria	-	1,079		(1,019)		60
Harvest Charity Noah's Ark Hospice	-	687	13	(700)		-
Funds for Abasango	-	510		(510)		
Angel Tree - Christmas 2022 & 2023	-	434		(424)		10
Firm Foundation - Christmas 2022 & 2023	1,138	1,242		(1,794)		586
Christian Aid	221	557		(557)		221
Missions and Charities	1,359	4,509	13	(5,004)		877
Roses Fund	633	181		(381)		433
Organ Fund	2,426	116		(1,209)		1,333
Church Kneeler Fund		1,048				1,048
Altar Frontals Fund		2,869				2,869
Star Friends Fund		378				378
	<u>4,418</u>	<u>9,101</u>	<u>13</u>	<u>(6,594)</u>		<u>6,938</u>

The Missions & Charities Fund represents donations for missionary and charitable giving.

The Roses Fund represents donations towards expenditure on the Church Memorial Roses and Garden.

The Organ Fund represents donations and income to be used towards expenditure on the Church organ.

Kneeler, Altar Frontals and Starfriends funds are short term funds donated for spending in 2024.

	Opening £	Income £	Expenditure £	Closing £	31st
<b>9 Analysis of Funds &amp; Net Assets</b>					
Restricted Funds	4,418	9,114	(6,594)		6,938
General Fund	105,700	229,667	(142,780)		192,587
	<u>110,118</u>	<u>238,781</u>	<u>(149,374)</u>		<u>199,525</u>
Fixed Assets	13,014				13,014
Net Current Assets	97,104				186,510
	<u>110,118</u>	<u>238,781</u>	<u>(149,374)</u>		<u>199,525</u>

	2023 £	2022 £	2020/21 £	Total £
<b>10 Tower Repair Project</b>				
Cost	(1,217)	(124,866)	(9,165)	(135,248)
Donations		43,301	6,714	50,015
VAT Refund		20,384		20,384
Totals accounted for in year	<u>(1,217)</u>	<u>(61,181)</u>	<u>(2,451)</u>	<u>(64,849)</u>

Tower Repair was completed in 2022 but there was an unexpected extra cost resulted in 2023 for fault rectification.

	Opening 1st Jan 2023 £	Received in the Year £	Potential future recovery Amount £	Received in the 2022 £
<b>11 Debt recovery</b>				
We continue to receive pre-2014 Fraud compensation payments via courts.	2,935	209	2,726	197

**Independent Examiner's Report to the Trustees of  
St Andrew's Church, Roxbourne, Parochial Church Council.**

I report on the accounts for the year ended 31 December 2023 which are set out on pages 1 to 7.

**Respective responsibilities of the Trustees and Examiner**

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

It is my responsibility to

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

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and then report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provision of that section of the Act and that my qualification is as shown below.

In connection with my examination, no matters have come to my attention,

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or been met; or

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



Mr Noel Rajaratnam FCMA, CA, B.Sc.  
19 Deane Avenue  
Ruislip HA4 6SP  
07-Apr-24

**Independent Examiner's Report to the Trustees of  
St Andrew's Church, Roxbourne, Parochial Church Council.**

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**Basis of Independent Examiner's Report**

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**Independent Examiner's Statement**

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In connection with my examination, no matters have come to my attention,

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



Mr Noel Rajaratnam FCMA, CA, B.Sc.  
19 Deane Avenue  
Ruislip HA4 6SP  
07-Apr-24