

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT STEPHEN, SOUTH KENSINGTON

England & Wales - Charity number 1131952

Details

Other names ST STEPHEN'S PCC, SOUTH KENSINGTON

Status Registered

Legal form Previously excepted

Registered 2009-10-01

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

Contact

Address St. Stephens Church
Southwell Gardens
London
SW7 4RL

Phone 02073703418

Email saint.stephen@homecall.co.uk

Website saint-stephen.org.uk

Activities

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

Activities: Religious Activities Social 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
- Kensington And Chelsea

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£300,421	£285,371	-	-
2023-12-31	£438,644	£409,570	-	-
2022-12-31	£585,213	£593,574	£33,421	2
2021-12-31	£376,823	£378,816	-	-
2020-12-31	£326,622	£297,135	-	-

Trustees

Name	Role	Appointed
Rev Philip Richard Barnes	Chair	2017-09-05
Brenda Rosen		2023-09-21
DAVID HULTON COLVILLE		2012-05-14
Elizabeth Ibronke Olunloyo		2020-10-25
Henrietta Tertia Moss		2020-10-25
Iain Charles Hunter		2020-10-25
Jill Patricia Llewellyn		2025-09-01
Kharin Pauline Setright		2023-09-21
Richard Shull		2023-09-21
Susan Elizabeth Michelmore		2020-10-25

Accounts

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2024**

Charity Registration Number 1131952

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
For the Year ended 31 December 2024

Administrative information

St. Stephen's Church is situated in South Kensington in the Royal Borough of Kensington and Chelsea. It is in the Kensington Episcopal Area of the Diocese of London but is under the pastoral care of the Bishop of Fulham. The correspondence address is St. Stephen's Church, Southwell Gardens, London SW7 4RL

The Parochial Church Council (PCC) is a registered charity number 1131952.

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

<i>Incumbent:</i>	The Revd Prebendary Philip Barnes	Chairman
<i>Wardens:</i>	Mr Iain Hunter Ms Minette Moss	Vice Chairman
<i>Representatives on the Deanery Synod:</i>	Mrs Kharin Setright	
<i>Elected members:</i>	Mr. David Colville Mrs Elizabeth Olunloyo Mrs Sue Michelmore Mr Ross Egerton Mr Richard Shull Ms Brenda Rosen	Treasurer
Safeguarding officer	Ms Minette Moss	
Children's Champion:	Mrs Elizabeth Olunloyo	
Secretary:	Mr Mark Hodgin	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC is elected each year as are the Churchwardens.

Objectives and Activities

The PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

Church attendance

On the 31st December 2024, there were 73 (2023- 67) on the Electoral Roll. 212 (2023 255) people attended a Christmas Mass and 212 (2023 167) attended an Easter Mass. Average Sunday attendance, counted during October 2024, was 55 (2023- 50) adults and 2 (2023- 2) children. Average attendance for midweek services during October 2024 was 5 (2023- 5). In 2024 we had no marriages (2023 - 0), no funerals (2023-3), 4 baptisms (2023-1).

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)
For the Year ended 31 December 2024

Review of the year

The full PCC met on five occasions, and with Churchwardens Minette Moss and Iain Hunter, and Treasurer David Colville have continued to work hard and effectively, and we are most grateful for their leadership and care.

Back in 2018 the then PCC identified four priorities for the parish in a Mission Action Plan. We set a focus on Welcome, and our desire to more effectively express the welcome Christ offers to all people; on Communicating Attractiveness, with an aspiration to more effectively share the beauty of the Gospel through improving the building and finding ways to reach out with that beauty beyond our walls; on Community Life with a commitment to being a place where people feel they belong, and which offers ministry to the community in which we are set; and on Catholic Witness, conscious of the significant role St Stephen's has within the wider economy of the Catholic movement in London and nationally.

These priorities continue to shape our life and to direct the work of the PCC, and we continued to see them bearing fruit in the year 2024. The PCC stewards the resources that we have in order that we may confidently engage in mission in our distinctive part of London.

Under the leadership of our Churchwardens we strive to ensure a warm welcome to everyone who steps through the door for Sunday Mass. Genuine hospitality is a distinguishing mark of life at St Stephen's, and our many visitors comment favourably on the welcome that they have received. We are conscious that many of those who 'belong' to St Stephen's as regular members of the congregation are 'time poor' and so the quality of the Sunday offering is even more important. Offering a warm welcome, a liturgy that is at once majestic and glorious, yet intimate and engaging, and hospitality that is generous is bearing fruit in a steadily growing congregation.

We were blessed to have a number of liturgies during 2024 at which we could offer a special welcome to visitors. On Epiphany Sunday we hosted a glorious Solemn Mass with an orchestra, and this was followed by a parish lunch and then a performance of Olivier Messiaen's organ meditation 'La Nativite du Seigneur'. We were delighted to host the Bishop of Fulham for the great Easter Vigil, and to welcome parishioners from local parishes under his care for a glorious celebration of the resurrection. The choral meditations of music and readings on Passion Sunday and on the First Sunday of Advent also drew a large number of visitors.

Our improved facilities and more open physical appearance external is helping us to offer welcome to groups who use the church for concerts and musical activities, and a steady flow of visitors make their way into church to light a candle and pray, or simply to be still.

We continued to use the renewed parish website and social media channels as a means of communicating the life of the church more widely, and it is striking to notice the reach of these. The weekly Parish Email now reaches 127 people, and this serves the important role of keeping our community engaged and informed, and also of providing a means of teaching about the Church Year and Christian faith. This is particularly evident during the season of Lent, and in 2024 the Parish Email carried a Lent Learning series on the different parts of the Mass. This teaching could expand on material introduced in the Sunday sermon, and reached a larger group of people than we've previously achieved during conventional Lent courses.

2024 was no exception in being a year in which the attention of the PCC was taken by our stewardship of the church building, and our care of this place is an important aspect of our evangelistic endeavour. Sadly, during the year we had to deal with another incident of criminal damage with a window being broken by an intruder who stole, amongst other items, the silver processional cross. Repair is ongoing.

The beauty of our worship is considerably enhanced by the gift of music, and during 2024 the quality of the musical offering at St Stephen's was outstanding. Gregory Drott serves as Director of Music with vision, enthusiasm, sensitivity and care. Under his leadership the choir goes from strength to strength. There were particular 'highlights' in the course of the year: an orchestral Epiphany, the joy of Easter morning with the Missa brevis by Jonathan Dove, the glories of Elgar on Trinity Sunday, and beauty of Advent. Perhaps what we all appreciate alongside these though is the consistent care and attention to the liturgy Sunday by Sunday, lifting our hearts and minds in worship. Samuel Jones served alongside Gregory as Organ Scholar, and it was really good to observe Sam growing in confidence and competence during 2024, and we are delighted that he will continue to serve as our Organ Scholar for another year.

As well as our local role for the community who gather at St Stephen's we're also used as a gathering point for national events by several of the Catholic Societies of the Church of England. In 2024 we hosted the Guild of All Souls for their annual Requiem Mass in November. We also welcomed the Guild of the Servants of the Sanctuary for their Festival in April, and the Confraternity of the Blessed Sacrament for their Festival in June.

In many ways much of parish life is the kind of thing that doesn't make the headline of an Annual Report, but it is 'spectacularly unspectacular'. 2024 was no exception. Yet in the rhythm of daily worship, pastoral care, preaching and teaching, welcome and hospitality, care and attention we believe God's kingdom grows, and we are profoundly grateful to all who contribute to that work at St Stephen's, Gloucester Road.

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)
For the Year ended 31 December 2024

Financial Review

Total receipts on ordinary unrestricted and restricted funds are £300,421 (2023 - £438,644) expenditure is £285,371 (2023 - £409,570). In 2024 planned giving was £12,558 (2023 - £15,630), stewardship numbers having declined through deaths. Loose collection money was down on the previous year £6,279 (2023 - £8,599), but this was more than made up by donations using the new card reader device £3,721 (2023 - £526), in 2025 it is expected this figure will continue to increase. Donations and appeals amounted to £8,206 (2023 - £2,682)

We also received a legacy from the estate of Fr John Hunter £8,823. Income from hiring out the Church (and Hall) for concerts and rehearsals continues to improve, at £54,580 (£50,561 in 2023), we now are 'home' to a number of choirs and orchestras. The PCC continues to benefit from generous grants from two trusts associated with the church, as well as a grant supporting the music from the Old Possum Practical Trust. The grant from SSHGR Ltd comprises three elements i) an administration fee for services provided by St Stephen's PCC to SSHGR Ltd, this was £29,700 (£28,721 in 2023), ii) a general support grant to maintain the worship at S Stephen's, this was £105,000 (£100,000 in 2023) and iii) a grant for building work at the church.

After undertaking a number of significant building projects in the last few years, the PCC is now assessing the feasibility of future works, and in 2024 did not undertake any such works. This meant that the grants for development from SSHGR Ltd were only £9,126, to cover a retention fee for works in 2023 (£96,746 in 2023). The PCC was also able to claim back from HMRC £6,143 (2023 - £7,529) under the Gift Aid Scheme. The main item of PCC expenditure continues to be our contribution to the Diocesan Common Fund which increased in 2024 to £91,300 (2023 - £82,459) this will continue to be a significant cost going forward at £99,980 in 2025. The other significant items of expenditure are the cost of running and maintaining the building £48,263 (2023 - £53,786); the cost of music at services £51,515 (2023 - £51,804) and staff £30,700 (2023 - £28,908). As mentioned earlier the church did not undertake any significant building work in 2024. Similarly, in previous years we have used monies from LPW Scheme to spend on minor works which improve the general look of the building, this year expenditure on such minor works was only £11,490 (£46,984 in 2023). In 2024, Church maintenance was £19,160 (£32,169 in 2023) the PCC having undertaken emergency repairs to the roof in 2023 to keep the church watertight. Overall in 2024 the surplus for the year is £15,050 leaving a net accumulated surplus of £77,545.

Reserves policy

The PCC aims to hold a reserve of at least £30,000 in unrestricted funds to cover emergency situations that may arise from time to time. The net current unrestricted reserves are £77,545. (£62,495 in 2023). The PCC is mindful that the surplus in reserves carried forward into 2025, will enable minor works to be undertaken to enhance the contribution to worship.

Approved by the PCC on 11 May 2025 and signed on their behalf by the Revd Philip Barnes (Chairman).

Revd Philip Barnes

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2024**

STATEMENT OF TRUSTEES RESPONSIBILITIES

Members of the PCC are required by the Church Accounting Regulations and the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Church and of its results for that year. In preparing those accounts, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the accounts on a going concern basis unless it is inappropriate to assume that the Church will continue in operation.

The members of the PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church.

They are also responsible for safeguarding the assets of the Church and hence taking reasonable steps to prevent and detect fraud and other irregularities.

Signed on behalf of the PCC

**Mark Hodgin
Secretary to the PCC
Date 11 May 2025**

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2024**

Independent Examiner's report to the PCC

This report is attached to the accounts of the PCC for the year ended 31st December 2024 which are set out on pages 7 to 12 and is in respect of an examination carried out on the accounts under section 145(1) of the Charities Act 2011. These statements comprise of the Statement of Financial Activities, the Balance Sheet and the related notes. This Report is made solely to the Trustees of the Charity as a body.

Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts and you consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145(5) of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and to be found in the Church Guidance 2006 edition
- to 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 the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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 and with the methods and principles of the Statement of Recommended Practice (FRS102): Accounting and Reporting by Charities.

have not 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.

Christopher Sale
Chartered Accountant (ICAEW)
JnC Business Solutions Limited
24 Upper Hall Park
Berkhamsted
HP4 2NP
11 May 2025

**ST STEPHEN'S PCC
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Note	2024		2023	
		£ Unrestricted Funds	£ Restricted Funds	£ Total 2024	£ Total 2023
INCOMING RESOURCES					
Voluntary Income	2a	196,856	43,700	240,556	379,931
Activities for Generating Funds	2b	54,580	0	54,580	50,561
Income from Investments	2c	71	0	71	56
Income from Church Activities	2d	5,214	0	5,214	8,096
Total Incoming resources		256,721	43,700	300,421	438,644
RESOURCES EXPENDED					
Church Activities	3a	229,397	36,000	265,397	378,838
Cost of Generating Funds	3b	8,172	7,700	15,872	14,927
Professional Fees	3c	352	0	352	12,430
Governance Costs	3d	3,750	0	3,750	3,375
Total resources expended		241,671	43,700	285,371	409,570
Net incoming /(outgoing) resources		15,050.	0.	15,050.	29,074.
Net Movement in Funds for the period		15,050.	0.	15,050.	29,074.
TOTAL FUNDS BROUGHT FORWARD		62,495	0	62,495	33,421
TOTAL FUNDS CARRIED FORWARD		77,545	0	77,545	62,495

No separate statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities

The net movement in funds for the year arise from the charity's continuing operations.

ST STEPHEN'S PCC
BALANCE SHEET AT 31 DECEMBER 2024

	Note	Unrestricted Funds	2024 Restricted Funds	Total 2024	2023 Total 2023
		£	£	£	£
CURRENT ASSETS					
Stock		0	0	0	0
Debtors	5	22,930	0	22,930	12,702
Cash at bank and in hand		67,022	0	67,022	59,934
		<u>89,951</u>	<u>0</u>	<u>89,951</u>	<u>72,636</u>
LESS CREDITORS:					
Amounts falling due within one year	6	(12,406)	0	(12,406)	(10,140)
		<u>77,545</u>	<u>0</u>	<u>77,545</u>	<u>62,496</u>
NET CURRENT ASSETS (LIABILITIES) /					
		<u>77,545</u>	<u>0</u>	<u>77,545</u>	<u>62,496</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>77,545</u>	<u>0</u>	<u>77,545</u>	<u>62,496</u>
CREDITORS:					
amounts falling due after more than one year		0	0	0	0
Bank loan		0	0	0	0
NET ASSETS		<u>77,545</u>	<u>0</u>	<u>77,545</u>	<u>62,496</u>
FUNDS OF THE CHARITY					
Unrestricted Funds General		77,545		77,545	62,496
Restricted income Funds		0	0	0	0
		<u>77,545</u>	<u>0</u>	<u>77,545</u>	<u>62,496</u>

These financial statements have been prepared in accordance with the provisions of the Statement of Recommended Practice, Accounting and Reporting by Charities FRS102 (2019).

These financial statements were approved by the Parochial Church Council and are signed and authorised for issue on their behalf by:

Revd Philip Barnes
Date 11 May 2025

Chairman

ST STEPHEN'S PCC

NOTES TO THE FINANCIAL STATEMENTS

For the Year ended 31 December 2024

1) ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations, and applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

FUNDS

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for particular purposes by the PCC.

The purpose of any restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of Church Groups that own an affiliation to another body nor those that are informal gatherings of Church members.

INCOME POLICY

Voluntary income including donations and grants are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Amounts receivable under covenant are recognised only when honoured by the covenanter.

Incoming resources from tax reclaims for Gift Aid are included in the SoFA where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Grants and legacies are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by the festival and similar events are accounted for gross.

Sales of books and magazines from Church bookstalls are accounted for gross.

Other ordinary Income

Rental income from letting of Church premises is accounted for when received.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

Investment Income

Dividends and interest are accounted for when due. Tax recoverable on such income is accrued for on the same basis.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of the activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are allocated on an appropriate basis.

ACCOUNTING FOR GRANTS AND DONATIONS

Grants

Grants and Donations are accounted for when the payment has been made or authorised and due for payment.

Costs directly related to the work of the Church

The Diocesan quota is accounted for when payable and any unpaid at 31 December 2023 is shown as a creditor in the Balance Sheet.

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2024

FIXED ASSETS

Consecrated land and buildings and movable Church furnishings

Consecrated and beneficed property is excluded from the accounts by s 96(2)(c) of the Charities Act 1993.

No value is placed on movable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off.

CURRENT ASSETS

Amounts owing to the PCC in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove unrecoverable.

FUNDS

Unrestricted funds are available for use at the discretion of the members of the PCC in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor and are segregated for use for that specific purpose.

INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2a) VOLUNTARY INCOME				
Planned Giving	12,558	0	12,558	15,630
Collections	6,279	0	6,279	8,599
Donations and appeals	8,206	0	8,206	2,682
Fr Alan leaving gift	0	0	0	910
GWD	3,721	0	3,721	526
Legacies	8,823	0	8,823	400
Tax recoverable	6,143	0	6,143	7,529
LPWS	0	0	0	58,085
	45,730	-	45,730	94,361
St Stephen's Endowment Trustees	0	36,000	36,000	36,000
St Stephen's House				
Administrative Support Grant	22,000	7,700	29,700	29,200
Support Grant	105,000		105,000	99,521
Development Grants	9,126		9,126	96,746
	136,126	43,700	179,826	261,467
Old Possum Trust	15,000	0	15,000	15,000
Insurance Claim	0	0	0	9,103
TOTAL VOLUNTARY INCOME	196,856	43,700	240,556	379,931

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2024

(Continued)

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2b) ACTIVITIES FOR GENERATING FUNDS				
Church & Hall Lettings	54,580	0	54,580	50,561
TOTAL	54,580	0	54,580	50,561
2c) INCOME FROM INVESTMENTS				
Bank Interest	71	0	71	56
TOTAL	71	0	71	56
2d) INCOME FROM CHURCH ACTIVITIES				
Magazines, Books & Votive Candles	0	-	0	151
Liturgical fees	0	-	0	150
Music Income	1,950	-	1,950	3,575
Other Income	3,264	-	3,264	4,220
TOTAL	5,214	0	5,214	8,096
TOTAL INCOME	256,721	43,700	300,421	438,644
RESOURCES EXPENDED CHARITABLE ACTIVITIES				
	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
3a) Church Activities				
Diocesan Common Fund	58,084	33,216	91,300	82,459
Vicarage expenses	0	0	0	639
Ministry Support	0	2,784	2,784	5,659
Office Expenses	6,392	0	6,392	3,929
Church Heating & Lighting	17,628	0	17,628	11,674
Church Maintenance & Repair	19,160	0	19,160	32,169
Church Minor Works	11,490	0	11,490	46,984
Church Development Works	9,126	0	9,126	85,216
Insurance	11,475	0	11,475	9,943
Sacristy	4,365	0	4,365	4,885
Music	51,515	0	51,515	51,804
Verger's Salary & Fees	23,000	0	23,000	21,658
Verger's Flat Expenses	4,409	0	4,409	4,322
Ross Egerton estate	3,264	0	3,264	4,186
General Expenses	3,737	0	3,737	4,510
Subscriptions & Charitable Giving	2,141	0	2,141	2,646
Brookwood	819	0	819	780
Special Event Catering	2,732	0	2,732	2,996
Fr Alan leaving gift	0	0	0	910
Chris Hamilton Insurance claim	0	0	0	1,400
Bank Charges	60	0	60	68
	229,397	36,000	265,397	378,838
3b) Cost of Generating Funds				
Church Hall Expenses	5,542	7,700	13,242	12,381
Publicity	2,630	0	2,630	2,546
	8,172	7,700	15,872	14,927
3c) Professional Fees				
Architect	352	0	352	8,602
Property Consultant	0	0	0	2,700
Lighting design	0	0	0	1,128
	352	0	352	12,430

ST STEPHEN'S PCC
 NOTES TO THE FINANCIAL STATEMENTS
 For the year ended 31 December 2024

(Continued)

3d) Governance Costs

Independent examiner	3,750	0	3,750	3,375
	<u>3,750</u>	<u>0</u>	<u>3,750</u>	<u>3,375</u>

4) STAFF COSTS

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Wages & salaries	23,000	7,700	30,700	28,908
Employers NI	0	0	0	-
	<u>23,000</u>	<u>7,700</u>	<u>30,700</u>	<u>28,908</u>

During the year the PCC employed 2 members of Staff at a salary less than £40,000 p.a.

5) DEBTORS

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Outstanding hire invoices	5,554	0	5,554	4,733
HMRC Gift Aid	6,143	0	6,143	-
Ross Egerton estate	8,696	0	8,696	5,432
Prepayments in respect of copyright fees and utilities	2,536	0	2,536	2,536
	<u>22,930</u>	<u>0</u>	<u>22,930</u>	<u>12,702</u>

6) CREDITORS

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Accruals for accounting fees	3,750	-	3,750	3,375
Director of Music fees	0	-	0	-
Diocese of London	1,265	-	1,265	1,265
Deferred income	5,500	-	5,500	5,500
Charitable Giving	1,891	-	1,891	-
	<u>12,406</u>	<u>0</u>	<u>12,406</u>	<u>10,140</u>

7) RESTRICTED FUNDS

	As at 01 Jan 24	Receipts	Payments	Transfers	As at 31 Dec 24
	£	£	£	£	£
S Stephen's Endowment Trust	0	36,000	(36,000)	0	0
S Stephen's House	0	7,700	(7,700)	0	0
	<u>0</u>	<u>43,700</u>	<u>(43,700)</u>	<u>0</u>	<u>0</u>
UNRESTRICTED FUNDS	62,495	256,721	(241,671)	0	77,545
TOTAL FUNDS	<u>62,495</u>	<u>300,421</u>	<u>(285,371)</u>	<u>0</u>	<u>77,545</u>

8) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Current assets	89,951	0	89,951	72,635
Creditors Due within one year	(12,406)	0	(12,406)	(10,140)
	<u>77,545</u>	<u>0</u>	<u>77,545</u>	<u>62,495</u>

Accounts

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2023**

Charity Registration Number 1131952

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
For the Year ended 31 December 2023

Administrative information

St. Stephen's Church is situated in South Kensington in the Royal Borough of Kensington and Chelsea. It is in the Kensington Episcopal Area of the Diocese of London but is under the pastoral care of the Bishop of Fulham. The correspondence address is St. Stephen's Church, Southwell Gardens, London SW7 4RL

The Parochial Church Council (PCC) is a registered charity number 1131952.

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

<i>Incumbent:</i>	The Revd Philip Barnes	Chairman
<i>Wardens:</i>	Mr Iain Hunter Ms Minette Moss	Vice Chairman
<i>Representatives on the Deanery Synod:</i>	Mr Patrick Rodier Mrs Kharin Setright	Until 23 April 2023 From 23 April 2023
<i>Elected members:</i>	Mr. David Colville Mr Anthony Gardner Mrs Elizabeth Olunloyo Mrs Sue Michelmore Mr Ross Egerton Mr Richard Shull Ms Brenda Rosen	Treasurer Until 03 June 2023 (deceased) Until 01 August 2023 (deceased) From 23 April 2023 From 23 April 2023
Safeguarding officer	Ms Minette Moss	
Children's Champion:	Mrs Elizabeth Olunloyo	
Secretary:	Mr Mark Hodgin	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC is elected each year as are the Churchwardens.

Objectives and Activities

The PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

Church attendance

On the 31st December 2023, there were 67 (2022- 67) on the Electoral Roll. 255 people attended a Christmas Mass and 167 attended an Easter Mass. Average Sunday attendance, counted during October 2023, was 50 (2022- 48) adults and 2 (2022- 4) children. Average attendance for midweek services during October 2023 was 5 (2022- 5). In 2023 we had no marriages, 3 funerals, 1 baptism.

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)
For the Year ended 31 December 2023

Review of the year

During 2023 our parish joyfully continued to celebrate our faith and to grow in worship, fellowship and welcome. It was a year marked by particular 'highs' and 'lows', with times of celebration but also keenly felt losses.

The full PCC met on four occasions, and with Churchwardens Minette Moss and Iain Hunter, and Treasurer David Colville have continued to work hard and effectively, and we are most grateful for their leadership and care.

We continue to reach out weekly to over 100 contacts through the parish weekly email, and continue to experience gentle but sustained growth in our regular worshipping community and in the happy company of those who look on St Stephen's as their spiritual 'home'.

Previous annual reports have covered the extensive refurbishment of the vestry, kitchen, loos and church entrance and grounds. This work was completed January 2023, and we have been enjoying the benefits of the improved facilities that we now have.

At the end of January we bade farewell to our Assistant Curate, Fr Alan Rimmer at the completion of his time with us. The parish was greatly blessed by his ministry and enjoyed watching him grow in confidence as a new priest. A presentation was made to him to thank him for his time here and to wish him well on his move to become Assistant Priest at All Saints, Margaret Street. His move has meant we now have just one priest serving here and it can be a challenge to find cover for Masses if Fr Philip is away. We are very grateful to neighbouring clergy for providing cover.

Fr Philip received the honour of being appointed as a Prebendary of St Paul's Cathedral by the Bishop of London, and in May was installed in the Prebendal stall of Mapesbury in the Cathedral Quire. In July the Diocese reinstated the parish as a full incumbency post.

The season of Lent has traditionally been the time when we have offered opportunities for learning and growing in faith. In 2023 we offered a series of 'on-line' presentations on 'Reading St Stephen's', looking at particular areas and features of the church building and how it expresses the belief we share. This way of learning was well received, and the short videos for each session remain on our YouTube site.

As well as our local role for the community who gather at St Stephen's we're also used as a gathering point for national events by several of the Catholic Societies of the Church of England. In 2023 we hosted the 150 Anniversary celebrations for the Guild of All Souls in March, and their annual Requiem Mass in November. We also welcomed the Guild of the Servants of the Sanctuary for their Festival in April.

Following our Holy Week and Easter celebrations we joined the nation in marking the Coronation of His Majesty King Charles III. On the day after the Coronation itself we held a special Mass of Thanksgiving and a parish lunch was served afterwards.

This is a good point in the Report to pay tribute to the way in which our musicians have continued to enhance our worship. The quality of music we receive Sunday by Sunday is exceptional, and in addition to these other musical highlights have included liturgies on the evenings of Advent and Passion Sundays. The music is led by Gregory Drott, and he was assisted by Christopher Hamilton who completed his time with us in September. We are delighted to welcome Samuel Jones as our Organ Scholar, and his time with us began in September 2023.

We continue to host concerts and performances throughout the year for visiting orchestras and choirs, and in 2023 it was particularly good to welcome The King's Men (the Gentlemen of the choir of King's College Cambridge in July) and The London Chorus who performed a concert for us just before the Coronation in May.

2023 was also marked by two sad losses from our community with the deaths of Anthony Gardner and Ross Egerton. Both Anthony and Ross have made outstanding contributions to the parish over the years, and both had served as Churchwardens. Anthony led the parish at a time of turbulence in the mid 1990's, and is remembered for his warmth, kindness, deep devotion and love of Our Lord and his Church. Ross faithfully and gently served the parish for many years, and offered support and wisdom as a PCC member, Trustee and Warden. May they rest in Peace.

ST STEPHEN'S PCC

Annual Report of the Parochial Church Council

(Continued)

For the Year ended 31 December 2023

Financial Review

Total receipts on ordinary unrestricted and restricted funds are £438,644 (2022 - £585,213) expenditure is £409,570 (2022- £593,574). In 2023 planned giving was £15,630 (£14,000) in 2022). Loose collection money was up slightly on the previous year £8,599 (£7,675 in 2022), planned giving, donations and appeals were £15,680 (2022 14,000). Income from hiring out the Church (and Hall) for concerts and rehearsals continues to improve, following the pandemic and completion of the building work at £50,561 (£38,192 in 2022). The PCC continues to benefit from generous grants from two trusts associated with the church, as well as a grant supporting the music from the Old Possum Practical Trust. This year the PCC benefited from additional grants from St Stephen's House (Gloucester Road) Ltd of £97,746 (2022- £325,446) to complete the development works at the church. The PCC was also able to claim back from HMRC £7,529 (£6,592 in 2022) under the Gift Aid Scheme and £58,085 (2022- £3,606) reclaimed VAT through the Listed Places of Worship Scheme (LPWS). The PCC made an insurance claim following a break-in for £9,103. In 2023 £97,646 (2022 - £325,777) was spent on development work and associated professional fees. The PCC contribution to the Diocesan quota increased in 2023 to £82,459 (£64,390 in 2022) reflecting the changed status of the parish from a half-time incumbency to a full-time post. The other significant items of expenditure are the cost of running and maintaining the building £53,786 (£34,272 in 2022), much of this increase being essential repairs to the roof to make the church watertight; the cost of music at services £51,804 (£43,638 in 2022) and staff £28,908 (£27,354 in 2022). The PCC also used money from the LPWS to undertake redecoration of parts of the Sanctuary and the restoration of two paintings and the octagonal vestry table. Overall in 2023 the surplus for the year is £29,074 (2022 - deficit £8,361) leaving a net accumulated surplus of £62,495.

Reserves policy

The PCC aims to hold a reserve of at least £15,000 in unrestricted funds to cover emergency situations that may arise from time to time. The net current unrestricted reserves are £62,524 (2022 £33,421).

Approved by the PCC on 12 May 2024 and signed on their behalf by the Revd Philip Barnes (Chairman).

Revd Philip Barnes

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2023**

STATEMENT OF TRUSTEES RESPONSIBILITIES

Members of the PCC are required by the Church Accounting Regulations and the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Church and of its results for that year. In preparing those accounts, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the accounts on a going concern basis unless it is inappropriate to assume that the Church will continue in operation.

The members of the PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church.

They are also responsible for safeguarding the assets of the Church and hence taking reasonable steps to prevent and detect fraud and other irregularities.

Signed on behalf of the PCC

**Mark Hodgkin
Secretary to the PCC
Date 12 May 2024**

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2023**

Independent Examiner's report to the PCC

This report is attached to the accounts of the PCC for the year ended 31st December 2023 which are set out on pages 7 to 12 and is in respect of an examination carried out on the accounts under section 145(1) of the Charities Act 2011. These statements comprise of the Statement of Financial Activities, the Balance Sheet and the related notes. This Report is made solely to the Trustees of the Charity as a body.

Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts and you consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to 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 the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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 and with the methods and principles of the Statement of Recommended Practice (FRS102) : Accounting and Reporting by Charities.

have not 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.

Christopher Sale
Chartered Accountant (ICAEW)
InC Business Solutions Limited
24 Upper Hall Park
Berkhamsted
HP4 2NP
12 May 2024

**ST STEPHEN'S PCC
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Note	2023		2022	
		£ Unrestricted Funds	£ Restricted Funds	£ Total 2023	£ Total 2022
INCOMING RESOURCES					
Voluntary Income	2a	336,710	43,221	379,931	542,652
Activities for Generating Funds	2b	50,561	0	50,561	38,192
Income from Investments	2c	56	0	56	23
Income from Church Activities	2d	8,096	0	8,096	4,346
Total Incoming resources		395,423	43,221	438,644	585,213
RESOURCES EXPENDED					
Church Activities	3a	342,868	35,971	378,838	525,788
Cost of Generating Funds	3b	7,676	7,250	14,927	13,306
Professional Fees	3c	12,430	0	12,430	51,105
Governance Costs	3d	3,375	0	3,375	3,375
Total resources expended		366,350	43,221	409,570	593,574
Net incoming /(outgoing) resources		29,074.	0.	29,074.	(8,361.)
Net Movement in Funds for the period		29,074.	0.	29,074.	(8,361)
TOTAL FUNDS BROUGHT FORWARD		33,421	0	33,421	41,782
TOTAL FUNDS CARRIED FORWARD		62,495	0	62,495	33,421

No separate statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities

The net movement in funds for the year arise from the charity's continuing operations.

ST STEPHEN'S PCC

BALANCE SHEET AT 31 DECEMBER 2023

	Note	Unrestricted Funds £	2023 Restricted Funds £	Total 2023 £	2022 Total 2022 £
INVESTMENTS	5	0	0	0	0
CURRENT ASSETS					
Stock		0	0	0	0
Debtors	6	12,702	0	12,702	12,672
Cash at bank and in hand		59,934	0	59,934	34,923
		<u>72,635</u>	<u>0</u>	<u>72,635</u>	<u>47,595</u>
LESS CREDITORS:					
Amounts falling due within one year	7	(10,140)	0	(10,140)	(14,174)
NET CURRENT ASSETS (LIABILITIES) /		<u>62,495</u>	<u>0</u>	<u>62,495</u>	<u>33,421</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>62,495</u>	<u>0</u>	<u>62,495</u>	<u>33,421</u>
CREDITORS:					
amounts falling due after more than one year		0	0	0	0
Bank loan		0	0	0	0
NET ASSETS		<u>62,495</u>	<u>0</u>	<u>62,495</u>	<u>33,421</u>
FUNDS OF THE CHARITY					
Unrestricted Funds General		62,495		62,495	33,421
Restricted income Funds		0	0	0	0
		<u>62,495</u>	<u>0</u>	<u>62,495</u>	<u>33,421</u>

These financial statements have been prepared in accordance with the provisions of the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

These financial statements were approved by the Parochial Church Council and are signed and authorised for issue on their behalf by:

Revd Philip Barnes
Date 12 May 2024

Chairman

ST STEPHEN'S PCC

NOTES TO THE FINANCIAL STATEMENTS

For the Year ended 31 December 2023

1) ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations, and applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

FUNDS

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for particular purposes by the PCC.

The purpose of any restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of Church Groups that own an affiliation to another body nor those that are informal gatherings of Church members.

INCOME POLICY

Voluntary income including donations and grants are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Amounts receivable under covenant are recognised only when honoured by the covenanter.

Incoming resources from tax reclaims for Gift Aid are included in the SoFA where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Grants and legacies are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by the festival and similar events are accounted for gross.

Sales of books and magazines from Church bookstalls are accounted for gross.

Other ordinary Income

Rental income from letting of Church premises is accounted for when received.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

Investment Income

Dividends and interest are accounted for when due. Tax recoverable on such income is accrued for on the same basis.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of the activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are allocated on an appropriate basis.

ACCOUNTING FOR GRANTS AND DONATIONS

Grants

Grants and Donations are accounted for when the payment has been made or authorised and due for payment.

Costs directly related to the work of the Church

The Diocesan quota is accounted for when payable and any unpaid at 31 December 2023 is shown as a creditor in the Balance Sheet.

ST STEPHEN'S PCC**NOTES TO THE FINANCIAL STATEMENTS****(Continued)****For the year ended 31 December 2023****FIXED ASSETS****Consecrated land and buildings and movable Church furnishings**

Consecrated and beneficed property is excluded from the accounts by s 96(2)(c) of the Charities Act 1993.

No value is placed on movable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off.

CURRENT ASSETS

Amounts owing to the PCC in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove unrecoverable.

FUNDS

Unrestricted funds are available for use at the discretion of the members of the PCC in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor and are segregated for use for that specific purpose.

INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
2a) VOLUNTARY INCOME				
Planned Giving	15,630	0	15,630	14,000
Collections	8,599	0	8,599	7,675
Donations and appeals	2,682	0	2,682	4,947
Fr Alan leaving gift	910	0	910	-
GWD	526	0	526	-
Legacies	400	0	400	400
Tax recoverable	7,529	0	7,529	6,592
LPWS	58,085	0	58,085	3,606
	<u>94,361</u>	<u>-</u>	<u>94,361</u>	<u>37,219</u>
St Stephen's Endowment Trustees	0	36,000	36,000	35,600
St Stephen's House				
Administrative Support Grant	21,500		21,500	20,000
Other Grants	100,000	7,221	107,221	106,900
Development Grants	96,746		96,746	325,446
	<u>218,246</u>	<u>43,221</u>	<u>261,467</u>	<u>487,946</u>
Old Possum Trust	15,000	0	15,000	15,000
Insurance Claim	9,103	0	9,103	2,486
TOTAL VOLUNTARY INCOME	<u>336,710</u>	<u>43,221</u>	<u>379,931</u>	<u>542,652</u>

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2023

(Continued)

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
2b) ACTIVITIES FOR GENERATING FUNDS				
Church & Hall Lettings	50,561	0	50,561	38,192
TOTAL	50,561	0	50,561	38,192
2c) INCOME FROM INVESTMENTS				
Bank Interest	56	0	56	23
Revaluation of CBF funds	0	0	0	0
TOTAL	56	0	56	23
2d) INCOME FROM CHURCH ACTIVITIES				
Magazines, Books & Votive Candles	151	-	151	471
Liturgical fees	150	-	150	850
Music Income	3,575	-	3,575	3,024
Other Income	4,220	-	4,220	-
TOTAL	8,096	0	8,096	4,346
TOTAL INCOME	395,423	43,221	438,644	585,212
RESOURCES EXPENDED CHARITABLE ACTIVITIES				
3a) Church Activities				
Diocesan Common Fund	52,147	30,312	82,459	64,390
Vicarage expenses	639	0	639	2,232
Ministry Support	0	5,659	5,659	45,331
Office Expenses	3,929	0	3,929	9,991
Church Heating & Lighting	11,674	0	11,674	13,450
Church Maintenance & Repair	32,169	0	32,169	11,348
Church Minor Works	46,984	0	46,984	16,434
Church Development Works	85,216	0	85,216	274,672
Insurance	9,943	0	9,943	9,474
Sacristy	4,885	0	4,885	3,073
Music	51,804	0	51,804	43,638
Verger's Salary & Fees	21,658	0	21,658	20,454
Verger's Flat Expenses	4,322	0	4,322	4,208
Ross Egerton estate	4,186	0	4,186	-
General Expenses	4,510	0	4,510	2,802
Subscriptions & Charitable Giving	2,646	0	2,646	3,107
Brookwood	780	0	780	780
Special Event Catering	2,996	0	2,996	289
Fr Alan leaving gift	910	0	910	-
Chris Hamilton Insurance claim	1,400	0	1,400	-
Bank Charges	68	0	68	114
	342,868	35,971	378,838	525,788
3b) Cost of Generating Funds				
Church Hall Expenses	5,131	7,250	12,381	11,161
Publicity	2,546	0	2,546	2,145
	7,676	7,250	14,927	13,306
3c) Professional Fees				
Architect	8,602	0	8,602	29,217
Property Consultant	2,700	0	2,700	8,100
Lighting design	1,128	0	1,128	13,788
	12,430	0	12,430	51,105

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2023

(Continued)

3d) Governance Costs

Independent examiner	3,375	0	3,375	3,375
	<u>3,375</u>	<u>0</u>	<u>3,375</u>	<u>3,375</u>

4) STAFF COSTS

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Wages & salaries	21,658	7,250	28,908	27,354
Employers NI	0	0	0	-
	<u>21,658</u>	<u>7,250</u>	<u>28,908</u>	<u>27,354</u>

During the year the PCC employed 2 members of Staff at a salary less than £40,000 p.a.

5) INVESTMENTS

CBF Investments Revalued at 31 December 2023

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

6) DEBTORS

Outstanding hire invoices
47 Marloes Road
Ross Egerton estate
Prepayments in respect of copyright fees and utilities

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
	4,733	0	4,733	-
	0	0	0	4,000
	5,432	0	5,432	-
	2,536	0	2,536	2,536
	<u>12,702</u>	<u>0</u>	<u>12,702</u>	<u>6,536</u>

7) CREDITORS

Accruals for accounting fees
Director of Music fees
Diocese of London
Deferred income
Charitable Giving

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
	3,375	-	3,375	3,375
	-	-	0	1,271
	1,265	-	1,265	1,141
	5,500	-	5,000	5,000
	-	-	0	3,387
	<u>10,140</u>	<u>0</u>	<u>9,640</u>	<u>14,174</u>

8) RESTRICTED FUNDS

S Stephen's Endowment Trust
S Stephen's House

	As at 01 Jan 23	Receipts	Payments	Transfers	As at 31 Dec 23
	£	£	£	£	£
	0	36,000	(35,971)	0	29
	0	7,221	(7,250)	0	(29)
	<u>0</u>	<u>43,221</u>	<u>(43,221)</u>	<u>0</u>	<u>(0)</u>

UNRESTRICTED FUNDS

33,421 395,423 (366,350) 0 62,495

TOTAL FUNDS

33,421 438,644 (409,570) 0 62,495

9) ANALYSIS OF NET ASSETS BY FUND

Investments
Current assets
Creditors Due within one year

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
	0	0	0	0
	72,635	0	72,635	47,595
	(10,140)	0	(10,140)	(14,174)
	<u>62,495</u>	<u>0</u>	<u>62,495</u>	<u>33,421</u>

Accounts

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2022**

Charity Registration Number 1131952

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
For the Year ended 31 December 2022

Administrative information

St. Stephen's Church is situated in South Kensington in the Royal Borough of Kensington and Chelsea. It is in the Kensington Episcopal Area of the Diocese of London but is under the pastoral care of the Bishop of Fulham. The correspondence address is St. Stephen's Church, Southwell Gardens, London SW7 4RL

The Parochial Church Council (PCC) is a registered charity number 1131952.

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

<i>Incumbent:</i>	The Revd Philip Barnes	Chairman
<i>Wardens:</i>	Mr Iain Hunter Ms Minette Moss	Vice Chairman
<i>Representatives on the Deanery Synod:</i>	Mr Patrick Rodier	
<i>Elected members:</i>	Mr. David Colville Mr Anthony Gardner Mrs Elizabeth Olunloyo Mrs Sue Michelmore Mr Ross Egerton	Treasurer
Safeguarding officer	Ms Minette Moss	
Children's Champion:	Mrs Elizabeth Olunloyo	
Secretary:	Mr Mark Hodgkin	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC is elected each year as are the Churchwardens.

Objectives and Activities

The PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

Church attendance

On the 31st December 2022, there were 67 (2021- 63) on the Electoral Roll. Average Sunday attendance, counted during October 2022, was 48 (2021- 54) adults and 4 (2021- 3) children. Average attendance for midweek services during October 2022 was 5 (2021- 5). In 2022 we had three marriages, four funerals, two baptisms and one confirmation in church..

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)
For the Year ended 31 December 2022

Review of the year

2022 was in many ways a year of building works. After many months of planning and preparation the long awaited refurbishment of the vestry, kitchen and provision of toilets, and the development of new access to the north porch and of the church grounds began in the late spring, and was finally completed in the winter. Inevitably perhaps with an old building the project hit a number of snags which slowed progress, including some external issues with Thames Water, and the discovery of badly root damaged drainage pipes in the north garden. The work was expertly carried out by Bakers of Danbury supervised by our Architect Andrew Waite of Nick Cox Associates. We finally have a beautiful, disabled accessible entrance with a lovely carved stone roundel set into resin bonded gravel proclaiming in words from East Coker by T S Eliot "...the still point of the turning world... where past and future meet..." The Sacristy, the engine room of any parish, is now an attractive and functional space lined with bespoke oak cabinets, which can be used for meetings. The kitchen has been upgraded, and we now have two toilets available – all of which means the church is better equipped for hosting events and larger congregations. The congregation managed to deal with the disruption with patience and grace, and we are delighted with the result of such hard work. The work was possible through a grant from St Stephen's House (Gloucester Rd) Ltd and we are very grateful to James Day and the trustees for their support of this project.

At the end of 2020 we received Fr Alan Rimmer as our Assistant Curate, the first curate the parish has had for many years. Fr Alan has been a huge blessing to us, and watching him grow in confidence and skill as a deacon and new priest. His ordination at the end of June was an occasion of great joy, and it was very good to welcome so many of his friends and family to his First Mass at St Stephen's. After months of dreary restrictions I think we were also rather pleased to be in party mode again –fabulous music, glorious liturgy and celebrating into the small hours were the order of the day!

We have been able to deploy tax that we've been able to reclaim using the Listed Places of Worship Scheme to carry out some internal restoration projects. The St Stephen Chapel frescos (originally installed under the guidance of Sir Walter Tapper in 1913) were cleaned and restored; the lower level of the sanctuary stripped of white emulsion paint, stonework cleaned, and fresco paintings reinstated; and, remarkably a hitherto 'forgotten' renaissance painting was discovered in the clear out of the vestry before the building work began and has been meticulously cleaned and restored.

Meanwhile work continued on building up the life of the parish, as we settled back into life following all the disruptions of the pandemic. We've found new ways of keeping in touch with our largely eclectic and diverse congregation, and our weekly email with news, reflections and updates on forthcoming events is received by 90 contacts. The Sunday 11am Sung Mass is livestreamed, and this remains on our YouTube channel for a couple of weeks for those who are unable to be present 'in person' or for any wanting to 'listen again' to the sermon or other elements of the Mass.

During 2022 we continued to benefit from the ministry of Fr Alan Rimmer as our Assistant Curate, and to watch him grow in confidence and skill as a new priest. During Lent we explored the meaning of pilgrimage in the Christian tradition, and this included an online Book Club (which continued meeting throughout the year) and a pilgrimage to Canterbury Cathedral.

During the summer three couples were married in St Stephen's, and we were delighted to host these lovely celebrations.

The Annual Meetings took place on Sunday 8 May 2022 when Iain Hunter and Minette Moss were re-elected churchwardens, and a new PCC was elected. The full PCC met on five occasions, and with the churchwardens and Treasurer David Colville, have continued to work hard and effectively; we are most grateful for their leadership and care.

The music department has continued to enrich our worship gloriously, led by Gregory Drott as Director of Music. We have also hugely benefitted from extending Christopher Hamilton's period as assistant Director of Music by another year. We are hugely grateful for all that they contribute to our life.

After a number of years of uncertainty the parish has once more been provided with a 'permanent' parsonage house, and 4 Cambridge Place was allocated as the vicarage for St Stephen's. Fr Philip moved in at the end of June. At the end of 2022 Fr Philip relinquished his additional work on behalf of the Bishop of Fulham in order to be 'full time' at St Stephen's, not least since the appointment of Fr Alan Rimmer as Assistant Priest at All Saints, Margaret Street was announced

Having celebrated the Platinum Jubilee of Her Majesty Queen Elizabeth II with style in June, including a jolly Parish Lunch, parishioners were saddened by her death in September. On the Saturday following the news of her death we hastily rearranged what was due to be the National Festival for the Confraternity of the Blessed Sacrament into a Requiem Mass for her, and a Requiem was also held on the Sunday following the funeral.

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)
For the Year ended 31 December 2022

Financial Review

Total receipts on ordinary unrestricted and restricted funds are £585,212, expenditure is £593,574. In 2022 planned giving was £14,000 (£14,070 in 2021). Loose collection money also was down on the previous year £7,675 (£10,455 in 2021), but there was an increase in donations and appeals £4,947 (£2,630). The building programme at the church has meant our income from hiring out the Church (and Hall) for concerts and rehearsals at £38,192 (£38,701 in 2021) has still not recovered to pre-pandemic levels. The PCC continues to benefit from generous grants from two trusts associated with the church, as well as a grant supporting the music from the Old Possum Practical Trust. In particular, this year the PCC has benefited from additional grants from St Stephen's House (Gloucester Road) Ltd to support the development works at the church: £325,446 (£116,139 in 2021). These development works have also been the PCC's main expenditure in 2022: £325,777 (£115,464 in 2021). The contribution to the diocesan quota remained more or less the same in 2022 at £64,390 which largely provides the stipends and housing for clergy. The cost to the PCC of having a curate was £44,089. The other significant items of expenditure are the cost of running and maintaining the building, especially the increased cost of energy £13,450 (£9,799 in 2021) the cost of music at services £43,638 (£42,022 in 2021) and staff £27,354 (£25,798 in 2021). In 2022 there was again no Festival of Arts & Faith. Overall in 2022 there was a small deficit for the year of £8,361 leaving a net accumulated surplus of £33,421.

Reserves policy

The PCC aims to hold a reserve of at least £15,000 in unrestricted funds to cover emergency situations that may arise from time to time. The net current unrestricted reserves are £33,421 (2021 £41,366).

Approved by the PCC on 23 April 2023 and signed on their behalf by the Revd Philip Barnes (Chairman).

Revd Philip Barnes

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2022**

STATEMENT OF TRUSTEES RESPONSIBILITIES

Members of the PCC are required by the Church Accounting Regulations and the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Church and of its results for that year. In preparing those accounts, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the accounts on a going concern basis unless it is inappropriate to assume that the Church will continue in operation.

The members of the PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church.

They are also responsible for safeguarding the assets of the Church and hence taking reasonable steps to prevent and detect fraud and other irregularities.

Signed on behalf of the PCC

**Mark Hodgkin
Secretary to the PCC
Date 23 April 2023**

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2022**

Independent Examiner's report to the PCC

This report is attached to the accounts of the PCC for the year ended 31st December 2022 which are set out on pages 7 to 12 and is in respect of an examination carried out on the accounts under section 145(1) of the Charities Act 2011. These statements comprise of the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts and you consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to 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 the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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 and with the methods and principles of the Statement of Recommended Practice (FRS102) : Accounting and Reporting by Charities.

have not 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.

Christopher Sale
Chartered Accountant (ICAEW)
JnC Business Solutions Limited
24 Upper Hall Park
Berkhamsted
HP4 2NP
23 April 2023

**ST STEPHEN'S PCC
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Note	2022		2021	
		£ Unrestricted Funds	£ Restricted Funds	£ Total 2021	£ Total 2020
INCOMING RESOURCES					
Voluntary Income	2a	500,152	42,500	542,652	330,082
Activities for Generating Funds	2b	38,192	0	38,192	38,701
Income from Investments	2c	23	0	23	29
Income from Church Activities	2d	4,346	0	4,346	8,011
Total Incoming resources		542,712	42,500	585,212	376,823
RESOURCES EXPENDED					
Church Activities	3a	489,772	36,016	525,788	342,296
Cost of Generating Funds	3b	6,406	6,900	13,306	11,367
Professional Fees	3c	51,105	0	51,105	21,927
Governance Costs	3d	3,375	0	3,375	3,225
Total resources expended		550,658	42,916	593,574	378,816
Net incoming /(outgoing) resources		(7,945.)	(416.)	(8,361.)	(1,992.)
Net Movement in Funds for the period		(7,945.)	(416.)	(8,361.)	(1,992.)
TOTAL FUNDS BROUGHT FORWARD		41,366	416	41,782	43,774
TOTAL FUNDS CARRIED FORWARD		33,421	0	33,421	41,782

No separate statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities

The net movement in funds for the year arise from the charity's continuing operations.

ST STEPHEN'S PCC
BALANCE SHEET AT 31 DECEMBER 2022

	Note	Unrestricted Funds £	2022 Restricted Funds £	Total 2022 £	2021 Total 2021 £
INVESTMENTS	5	0	0	0	0
CURRENT ASSETS					
Stock		0	0	0	0
Debtors	6	12,672	0	12,672	23,394
Cash at bank and in hand		34,923	0	34,923	28,657
		<u>47,595</u>	<u>0</u>	<u>47,595</u>	<u>52,051</u>
LESS CREDITORS:					
Amounts falling due within one year	7	(14,174)	0	(14,174)	(10,269)
NET CURRENT ASSETS (LIABILITIES) /		<u>33,421</u>	<u>0</u>	<u>33,421</u>	<u>41,782</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>33,421</u>	<u>0</u>	<u>33,421</u>	<u>41,782</u>
CREDITORS:					
amounts falling due after more than one year		0	0	0	0
Bank loan		0	0	0	0
NET ASSETS		<u>33,421</u>	<u>0</u>	<u>33,421</u>	<u>41,782</u>
FUNDS OF THE CHARITY					
Unrestricted Funds General		33,421		33,421	41,782
Restricted income Funds		0	0	0	0
		<u>33,421</u>	<u>0</u>	<u>33,421</u>	<u>41,782</u>

These financial statements have been prepared in accordance with the provisions of the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

These financial statements were approved by the Parochial Church Council and are signed and authorised for issue on their behalf by:

Revd Philip Barnes
Date 23 April 2023

Chairman

ST STEPHEN'S PCC

NOTES TO THE FINANCIAL STATEMENTS

For the Year ended 31 December 2022

1) ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations, and applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

FUNDS

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for particular purposes by the PCC.

The purpose of any restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of Church Groups that own an affiliation to another body nor those that are informal gatherings of Church members.

INCOME POLICY

Voluntary income including donations and grants are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Amounts receivable under covenant are recognised only when honoured by the covenanter.

Incoming resources from tax reclaims for Gift Aid are included in the SoFA where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Grants and legacies are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by the festival and similar events are accounted for gross.

Sales of books and magazines from Church bookstalls are accounted for gross.

Other ordinary Income

Rental income from letting of Church premises is accounted for when received.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

Investment Income

Dividends and interest are accounted for when due. Tax recoverable on such income is accrued for on the same basis.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of the activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are allocated on an appropriate basis.

ACCOUNTING FOR GRANTS AND DONATIONS

Grants

Grants and Donations are accounted for when the payment has been made or authorised and due for payment.

Costs directly related to the work of the Church

The Diocesan quota is accounted for when payable and any unpaid at 31 December 2022 is shown as a creditor in the Balance Sheet.

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2022

FIXED ASSETS

Consecrated land and buildings and movable Church furnishings

Consecrated and beneficed property is excluded from the accounts by s 96(2)(c) of the Charities Act 1993.

No value is placed on movable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off.

CURRENT ASSETS

Amounts owing to the PCC in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove unrecoverable.

FUNDS

Unrestricted funds are available for use at the discretion of the members of the PCC in furtherance of the general objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor and are segregated for use for that specific purpose.

INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
2a) VOLUNTARY INCOME				
Planned Giving	14,000	-	14,000	14,070
Collections	7,675	-	7,675	10,455
Donations and appeals	4,947	-	4,947	2,630
Legacies	400	-	400	-
Tax recoverable	6,592	-	6,592	5,514
LPWS	3,606	-	3,606	24,784
	37,219	-	37,219	57,453
St Stephen's Endowment Trustees	-	35,600	35,600	34,850
St Stephen's House				
Administrative Support Grant	20,000		20,000	20,000
Other Grants	100,000	6,900	106,900	86,640
Development Grants	325,446		325,446	116,139
	445,446	42,500	487,946	257,629
Old Possum Trust	15,000	0	15,000	15,000
Insurance Claim	2,486	0	2,486	0
TOTAL VOLUNTARY INCOME	500,152	42,500	542,652	330,082

For the year ended 31 December 2022

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
2b) ACTIVITIES FOR GENERATING FUNDS				
Festival Income	-	-	0	-
Church & Hall Lettings	38,192	-	38,192	38,701
TOTAL	38,192	0	38,192	38,701
2c) INCOME FROM INVESTMENTS				
Bank Interest	23	0	23	0
Revaluation of CBF funds	0	0	0	29
TOTAL	23	0	23	29
2d) INCOME FROM CHURCH ACTIVITIES				
Magazines, Books & Votive Candles	471	-	471	548
Liturgical fees	850	-	850	796
Music Income	3,024	-	3,024	6,564
Other Income	-	-	0	103
TOTAL	4,346	0	4,346	8,011
TOTAL INCOME	542,712	42,500	585,212	376,823
RESOURCES EXPENDED CHARITABLE ACTIVITIES				
	Unrestricted Funds £	2022 Restricted Funds £	Total 2022 £	2021 Total 2021 £
3a) Church Activities				
Diocesan Common Fund	64,390	-	64,390	64,700
Vicarage expenses	2,232	-	2,232	-
Assistant Priest Honorarium,	-	-	0	2,500
Ministry Support	9,315	36,016	45,331	30,335
Office Expenses	9,991	-	9,991	5,029
Church Heating & Lighting	13,450	-	13,450	9,799
Church Maintenance & Repair	11,348	-	11,348	12,286
Church Minor Works	16,434	-	16,434	36,973
Church Development Works	274,672	-	274,672	93,537
Insurance	9,474	-	9,474	8,558
Sacristy	3,073	-	3,073	3,360
Music	43,638	-	43,638	42,022
Verger's Salary & Fees	20,454	-	20,454	19,158
Verger's Flat Expenses	4,208	-	4,208	3,373
Festival	-	-	0	-
General Expenses	2,802	-	2,802	2,741
Subscriptions & Charitable Giving	3,107	-	3,107	1,808
Brookwood	780	-	780	780
Special Event Catering	289	-	289	1,847
Ordination Gift	-	-	0	1,392
Drott Gift	-	-	0	2,000
Bank Charges	114	-	114	98
	489,772	36,016	525,788	342,296
3b) Cost of Generating Funds				
Church Hall Expenses	4,261	6,900	11,161	9,408
Publicity	2,145	-	2,145	1,959
	6,406	6,900	13,306	11,367
3c) Professional Fees				
Architect	29,217	-	29,217	21,927
Property Consultant	8,100	-	8,100	0
Lighting design	13,788	-	13,788	0
	51,105	0	51,105	21,927

ST STEPHEN'S PCC
 NOTES TO THE FINANCIAL STATEMENTS
 For the year ended 31 December 2022

(Continued)

3d) Governance Costs

Independent examiner	3,375	0	3,375	3,225
	<u>3,375</u>	<u>0</u>	<u>3,375</u>	<u>3,225</u>

4) STAFF COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Wages & salaries	20,454	6,900	27,354	25,798
Employers NI	0	0	0	-
	<u>20,454</u>	<u>6,900</u>	<u>27,354</u>	<u>25,798</u>

During the year the PCC employed 2 members of Staff at a salary less than £40,000 p.a.

5) INVESTMENTS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
CBF Investments Revalued at 31 December 2022	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

6) DEBTORS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Outstanding hire invoices	6,135	-	6,135	8,995
HMRC Gift Aid	-	-	0	-
47 Marloes Road	4,000	-	4,000	11,083
Insurance claim	-	-	0	-
Prepayments for Brookwood	-	-	0	780
Prepayments in respect of copyright fees and utilities	2,536	-	2,536	2,536
	<u>12,672</u>	<u>0</u>	<u>12,672</u>	<u>23,394</u>

7) CREDITORS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Accruals for accounting fees	3,375	-	3,375	3,225
Director of Music fees	1,271	-	1,271	-
Diocese of London	1,141	-	1,141	487
Deferred income	5,000	-	5,000	5,000
Charitable Giving	3,387	-	3,387	1,557
	<u>14,174</u>	<u>0</u>	<u>14,174</u>	<u>10,269</u>

8) RESTRICTED FUNDS

	As at 01 Jan 22 £	Receipts £	Payments £	Transfers £	As at 31 Dec 22 £
S Stephen's Endowment Trust	416	35,600	(36,016.)	0	0
S Stephen's House	0	6,900	(6,900.)	0	0
	<u>416</u>	<u>42,500</u>	<u>(42,916)</u>	<u>0</u>	<u>0</u>

UNRESTRICTED FUNDS

41,366 542,712 (550,658) 0 33,421

TOTAL FUNDS

41,782 585,212 (593,574) 0 33,421

9) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Investments	0	0	0	0
Current assets	47,595	0	47,595	52,051
Creditors Due within one year	(14,174)	0	(14,174)	(10,269)
	<u>33,421</u>	<u>0</u>	<u>33,421</u>	<u>41,782</u>

Accounts

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2021**

Charity Registration Number 1131952

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
For the Year ended 31 December 2021

Administrative information

St. Stephen's Church is situated in South Kensington in the Royal Borough of Kensington and Chelsea. It is in the Kensington Episcopal Area of the Diocese of London but is under the pastoral care of the Bishop of Fulham. The correspondence address is St. Stephen's Church, Southwell Gardens, London SW7 4RL

The Parochial Church Council (PCC) is a registered charity number 1131952.

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

<i>Incumbent:</i>	The Revd Philip Barnes	Chairman
<i>Wardens:</i>	Mr Ross Egerton Mr Patrick Rodier Mr Iain Hunter Ms Minette Moss	(until 25 April 2021) (until 25 April 2021) (from 25 April 2021) and Vice Chairman (from 25 April 2021)
<i>Representatives on the Deanery Synod:</i>	Mr Patrick Rodier	
<i>Elected members:</i>	Mr. David Colville Mr Anthony Gardner Mrs Elizabeth Olunloyo Mrs Sue Michelmore Mr Ross Egerton	Treasurer (from 25 April 2021)
Safeguarding officer	Ms Minette Moss	
Children's Champion:	Mrs Elizabeth Olunloyo	
Secretary:	Mr Mark Hodgkin	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC is elected each year as are the Churchwardens.

Objectives and Activities

The PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

Church attendance

On the 31st December 2021, there were 63 (2020- 58) on the Electoral Roll. Average Sunday attendance, counted during October 2021, was 54 (2020- 41) adults and 3 (2020- 3) children. Average attendance for midweek services during October 2021 was 5 (2020- 5). In 2021 we had two marriages, two funerals, two baptisms and one confirmation in church..

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)
For the Year ended 31 December 2021

Review of the year

The full PCC met on six occasions (2020 5), three of which were held on-line (2020 8).

What an extraordinary year 2021 was, as we continued to respond to the best of our ability to the challenges imposed by the Covid-19 pandemic, and the necessary restrictions this imposed upon our national life. We've continued to respond to these in a robust and creative way, finding new ways of doing some things whilst being absolutely committed to our core task of public corporate worship and the daily celebration of Mass, which is the heart-beat of our life. The parish continues to be grateful for the generosity of all who provide financial stability for our life, and to all those good stewards of our resources who enable us to offer the very best in worship here. The PCC, with Churchwardens Minette Moss and Iain Hunter, and Treasurer David Colville have continued to work hard and effectively, and we are most grateful for their leadership and care.

At the end of 2020 we received Fr Alan Rimmer as our Assistant Curate, the first curate the parish has had for many years. Fr Alan has been a huge blessing to us, and watching him grow in confidence and skill as a deacon and new priest. His ordination at the end of June was an occasion of great joy, and it was very good to welcome so many of his friends and family to his First Mass at St Stephen's. After months of dreary restrictions I think we were also rather pleased to be in party mode again –fabulous music, glorious liturgy and celebrating into the small hours were the order of the day!

Things were a lot less 'open' towards the start of the year, and we found some creative ways of observing the season of Lent when we still had to maintain caution around meeting together in groups. Rather than following a traditional 'Lent Course' we opted to go 'on-line' and to form a virtual 'Book Club' to look at The Towers of Trebizond by Rose Macaulay. This proved to be something of a hit, and a relaxed way of exploring some deeper issues. Ably led by Fr Alan this group has gone on meeting through the year, covering a range of novels and providing a good opportunity for fellowship amongst the congregation.

Another creative opportunity afforded by Lent was the production of some 'on-line' meditations of the Stations of the Cross. We invested in a professional producer for these, who recorded choir and clergy in an extended reflection on each of the traditional stations. These were released daily during Passiontide on our Facebook and YouTube pages, and thanks to promotion by the Society of St Wilfrid and St Hilda an average of 2,000 people viewed each film – a rather greater number than the handful who walk the Way of the Cross in the church building!

We've also continued to live-stream our Sunday Mass, and even though the vast majority of the congregation are now in the church building those who live overseas, who are travelling, or who may still be anxious about the public health risks appreciate the option of joining in this way. Communications were also strengthened during the course of the year, with the upgrade of the website bedding in, continued regular publication of our Together in Prayer booklet, and a weekly email newsletter now being sent to over 70 people. These improvements are bearing fruit in a better informed community, and growth in our congregation size, all of which is very encouraging.

One of the restrictions the pandemic imposed was upon congregational singing, and so our musicians have worked particularly hard to continue to ensure our Masses have been joyful and uplifting. The music department was ably led by Gregory Drott until the early autumn, and we are deeply grateful for his skill and expertise in navigating a tricky time. Gregory has now been with us for ten years as Director of Music, and we have been pleased to grant him a six month sabbatical in order for him to complete some other areas of work. Jim Cooper held the post of Organ Scholar until August with great distinction, and we thank him for his wonderful contribution to our life. In September we welcomed back a previous Organ Scholar, Christopher Hamilton as Assistant Director of Music. Chris has worked tirelessly to ensure continuity of superb music at all our principal liturgies, and brings a tremendous energy, grace, skill and humour to all he does. We've also been blessed to have Joe Fort and Patrick Allies to direct the choir, and have benefited hugely from their expertise.

Work continues on the development of the church building. 2021 saw the completion of the new lighting system and the installation of a new sound system. This has made a huge improvement to our worship, as well as enhancing the appearance of the church. The St Stephen's Chapel has also been restored, and a survey carried out on the original decorative scheme in the chancel – and restoration of the chancel paintwork is a project we hope to run over the next few months. Progress was also made on the plans to renovate the vestry, kitchen, W.C. and to provide new disabled access into church. After a period of things being rather 'stop start' the PCC appointed Bakers of Danbury to carry out the work which is now scheduled for spring 2022.

The end of 2021 was touched by the sadness of loss, and after a period of illness and frailty Fr John Hunter died. His Funeral Mass on 2nd December was an opportunity to give thanks for his life of service to education and as a priest, and to commend him to the keeping of the Lord he faithfully served. May he rest in peace.

After successfully petitioning the Diocese we were delighted to receive the news that the suspension of the Living was to be lifted, and that after four years as Priest in Charge Fr Philip would be made Vicar. The Institution and Induction took place on St Stephen's Day, and it is good to have an increased sense of stability in parish life. Fr Philip continues to hold an additional responsibility with the Bishop of Fulham.

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)

For the Year ended 31 December 2021

We've rejoiced to see the Lord adding to our number this year, with a baptism and two confirmations in February, a baptism in June, and a confirmation on St Stephen's Day. We've joyfully celebrated two weddings, with the promise of more to come in 2022.

2021 continued to provide a share of challenges and frustrations, but it was also filled with encouragement and hope and we look forward in confidence.

Financial Review

Total receipts on ordinary unrestricted and restricted funds are £376,823 (2020 £326,622), expenditure is £378,816 (2020 £297,135). 2021 was the first full year since the planned giving campaign which came in to effect in April 2020 and total planned giving was £14,070 (£12,660 in 2020). Loose collection money also showed an increase to £10,455 (£3,160 in 2020). The government restrictions on venues again affected our income from hiring out the church for concerts and rehearsals at £38,701 (£35,309 in 2020). The PCC was able to reclaim £24,784 of VAT, on the new lighting project, under the Government's Listed Places of Worship Scheme. The PCC continues to benefit from generous grants from two trusts associated with the church, as well as a grant supporting the music from the Old Possum Practical Trust. In particular, this year the PCC has benefited from additional grants from St Stephen's House (Gloucester Road) Ltd to support the development works at the church: £116,139 (£109,008 in 2020). The accounts include development works which have also been the PCC's main expenditure in 2021: £115,464 (£111,713 in 2020). Although additional repair work has been undertaken on the organ and £12,393 and £21,636 was spent refurbishing the St Stephen's Chapel. The contribution to the diocesan quota remained the same in 2021 at £64,700 which largely provides the stipends and housing for clergy. The cost to the PCC of having a curate was £29,612. The other significant items of expenditure are the cost of running and maintaining the building, the cost of music at services and staff. In 2021 there was again no Festival of Arts & Faith. The overall deficit for the year is £1,992 (2020 surplus £29,487) leaving a net accumulated surplus of £41,782 (2020 £43,774).

Reserves policy

The PCC aims to hold a reserve of at least £15,000 in unrestricted funds to cover emergency situations that may arise from time to time. The net current unrestricted reserves are £41,782 (2020 £43,774).

Approved by the PCC on 07 April 2022 and signed on their behalf by the Revd Philip Barnes (Chairman).

Revd Philip Barnes

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2021**

STATEMENT OF TRUSTEES RESPONSIBILITIES

Members of the PCC are required by the Church Accounting Regulations and the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Church and of its results for that year. In preparing those accounts, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the accounts on a going concern basis unless it is inappropriate to assume that the Church will continue in operation.

The members of the PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church.

They are also responsible for safeguarding the assets of the Church and hence taking reasonable steps to prevent and detect fraud and other irregularities.

Signed on behalf of the PCC

Mark Hodgkin
Secretary to the PCC
Date 07 April 2022

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2021**

Independent Examiner's report to the PCC

This report is attached to the accounts of the PCC for the year ended 31st December 2021 which are set out on pages 7 to 12 and is in respect of an examination carried out on the accounts under section 145(1) of the Charities Act 2011. These statements comprise of the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts and you consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to 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 the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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 and with the methods and principles of the Statement of Recommended Practice : Accounting and Reporting by Charities.

have not 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.

Christopher Sale
Chartered Accountant (ICAEW)
JnC Business Solutions Limited
24 Upper Hall Park
Berkhamsted
HP4 2NP
07 April 2022

**ST STEPHEN'S PCC
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Note	2021		2020	
		£ Unrestricted Funds	£ Restricted Funds	£ Total 2021	£ Total 2020
INCOMING RESOURCES					
Voluntary Income	2a	288,592	41,490	330,082	289,958
Activities for Generating Funds	2b	38,701	0	38,701	35,309
Income from Investments	2c	29	0	29	34
Income from Church Activities	2d	8,011	0	8,011	1,321
Total Incoming resources		335,333	41,490	376,823	326,622
RESOURCES EXPENDED					
Church Activities	3a	307,862	34,434	342,296	249,211
Cost of Generating Funds	3b	4,727	6,640	11,367	19,645
Professional Fees	3c	21,927	0	21,927	25,354
Governance Costs	3d	3,225	0	3,225	2,925
Total resources expended		337,742	41,074	378,816	297,135
Net incoming /(outgoing) resources		(2,408.)	416.	(1,992.)	29,487
Net Movement in Funds for the period		(2,408.)	416.	(1,992.)	29,487
TOTAL FUNDS BROUGHT FORWARD		43,774	0	43,774	14,287
TOTAL FUNDS CARRIED FORWARD		41,366	416	41,782	43,774

No separate statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities

The net movement in funds for the year arise from the charity's continuing operations.

ST STEPHEN'S PCC
BALANCE SHEET AT 31 DECEMBER 2021

	Note	Unrestricted Funds £	2021 Restricted Funds £	Total 2021 £	2020 Total 2020 £
INVESTMENTS	5	0	0	0	366
CURRENT ASSETS					
Stock		0	0	0	0
Debtors	6	23,394	0	23,394	22,932
Cash at bank and in hand		28,241	416	28,657	29,883
		<u>51,635</u>	<u>416</u>	<u>52,051</u>	<u>52,815</u>
LESS CREDITORS:					
Amounts falling due within one year	7	(10,269)	0	(10,269)	(9,407)
NET CURRENT ASSETS (LIABILITIES) /		<u>41,366</u>	<u>416</u>	<u>41,782</u>	<u>43,408</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>41,366</u>	<u>416</u>	<u>41,782</u>	<u>43,774</u>
CREDITORS:					
amounts falling due after more than one year		0	0	0	0
Bank loan		0	0	0	0
NET ASSETS		<u>41,366</u>	<u>416</u>	<u>41,782</u>	<u>43,774</u>
FUNDS OF THE CHARITY					
Unrestricted Funds General		41,366		41,366	43,774
Restricted income Funds		0	416	416	0
		<u>41,366</u>	<u>416</u>	<u>41,782</u>	<u>43,774</u>

These financial statements have been prepared in accordance with the provisions of the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

These financial statements were approved by the Parochial Church Council and are signed and authorised for issue on their behalf by:

Revd Philip Barnes
Date 07 April 2022

Chairman

ST STEPHEN'S PCC

NOTES TO THE FINANCIAL STATEMENTS

For the Year ended 31 December 2021

1) ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations, and applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

FUNDS

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for particular purposes by the PCC.

The purpose of any restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of Church Groups that own an affiliation to another body nor those that are informal gatherings of Church members.

INCOME POLICY

Voluntary income including donations and grants are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Amounts receivable under covenant are recognised only when honoured by the covenanter.

Incoming resources from tax reclaims for Gift Aid are included in the SoFA where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Grants and legacies are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by the festival and similar events are accounted for gross.

Sales of books and magazines from Church bookstalls are accounted for gross.

Other ordinary Income

Rental income from letting of Church premises is accounted for when received.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

Investment Income

Dividends and interest are accounted for when due. Tax recoverable on such income is accrued for on the same basis.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of the activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are allocated on an appropriate basis.

ACCOUNTING FOR GRANTS AND DONATIONS

Grants

Grants and Donations are accounted for when the payment has been made or authorised and due for payment.

Costs directly related to the work of the Church

The Diocesan quota is accounted for when payable and any unpaid at 31 December 2021 is shown as a creditor in the Balance Sheet.

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

FIXED ASSETS

Consecrated land and buildings and movable Church furnishings

Consecrated and beneficed property is excluded from the accounts by s 96(2)(c) of the Charities Act 1993.

No value is placed on movable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off.

CURRENT ASSETS

Amounts owing to the PCC in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove unrecoverable.

FUNDS

Unrestricted funds are available for use at the discretion of the members of the PCC in furtherance of the general objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor and are segregated for use for that specific purpose.

INCOMING RESOURCES

	Funds	Funds	Total 2021	2020
	£	£	£	£
2a) VOLUNTARY INCOME				
Planned Giving	14,070	-	14,070	12,660
Collections	10,455	-	10,455	3,160
Donations and appeals	2,630	-	2,630	1,842
Legacies	-	-	0	500
Tax recoverable	5,514	-	5,514	5,398
LPWS	24,784	-	24,784	-
	57,453	-	57,453	23,560
St Stephen's Endowment Trustees	-	34,850	34,850	34,500
St Stephen's House				
Administrative Support Grant	20,000		20,000	20,000
Other Grants	80,000	6,640	86,640	86,640
Development Grants	116,139		116,139	109,008
	216,139	41,490	257,629	250,148
Old Possum Trust	15,000	0	15,000	15,000
Insurance Claim	0	0	0	1,250
TOTAL VOLUNTARY INCOME	288,592	41,490	330,082	289,958

For the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2b) ACTIVITIES FOR GENERATING FUNDS				
Festival Income	-	-	0	-
Church & Hall Lettings	38,701	-	38,701	35,309
TOTAL	38,701	0	38,701	35,309
2c) INCOME FROM INVESTMENTS				
Bank Interest	0	0	0	0
Revaluation of CBF funds	29	0	29	34
TOTAL	29	0	29	34
2d) INCOME FROM CHURCH ACTIVITIES				
Magazines, Books & Votive Candles	548	-	548	419
Liturgical fees	796	-	796	102
Music Income	6,564	-	6,564	800
Other Income	103	-	103	0
TOTAL	8,011	0	8,011	1,321
TOTAL INCOME	335,333	41,490	376,823	326,622
RESOURCES EXPENDED CHARITABLE ACTIVITIES				
	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
3a) Church Activities				
Diocesan Common Fund	64,700	-	64,700	64,700
Diocesan Statutory Fees	-	-	6	6
Assistant Priest Honorarium,	-	2,500	2,500	3,000
Ministry Support	-	30,335	30,335	2,721
Office Expenses	5,029	-	5,029	4,599
Church Heating & Lighting	9,799	-	8,023	10,605
Church Maintenance & Repair	12,286	-	14,062	6,917
Church Minor Works	36,973	-	36,973	8,911
Church Development Works	93,537	-	93,537	86,359
Insurance	8,558	-	8,558	8,612
Sacristy	3,360	-	3,360	1,407
Music	42,022	-	42,022	24,730
Verger's Salary & Fees	17,559	1,599	19,158	18,764
Verger's Flat Expenses	3,373	-	3,373	4,585
Festival	-	-	0	-
General Expenses	2,741	-	2,741	778
Subscriptions & Charitable Giving	1,807	-	1,807	1,632
Brookwood	780	-	780	780
Special Event Catering	1,847	-	1,847	46
Ordination Gift	1,392	-	1,392	-
Drott Gift	2,000	-	2,000	-
Bank Charges	98	-	98	60
	307,862	34,434	342,296	249,211
3b) Cost of Generating Funds				
Church Hall Expenses	2,768	6,640	9,408	10,317
Publicity	1,959	-	1,959	9,328
	4,727	6,640	11,367	19,645
3c) Professional Fees				
Architect	21,927	0	21,927	14,290
Lighting design			0	11,064
	21,927	0	21,927	25,354

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2021

(Continued)

3d) Governance Costs

Independent examiner	3,225	0	3,225	2,925
	<u>3,225</u>	<u>0</u>	<u>3,225</u>	<u>2,925</u>

4) STAFF COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Wages & salaries	17,559	8,239	25,798	25,404
Employers NI	0	0	0	-
	<u>17,559</u>	<u>8,239</u>	<u>25,798</u>	<u>25,404</u>

During the year the PCC employed 2 members of Staff at a salary less than £40,000 p.a.

5) INVESTMENTS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
CBF Investments Revalued at 31 December 2021	0	0	0	366
	<u>0</u>	<u>0</u>	<u>0</u>	<u>366</u>

6) DEBTORS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Outstanding hire invoices	8,995	-	8,995	3,551
HMRC Gift Aid	-	-	0	5,398
47 Marloes Road	11,083	-	11,083	10,667
Insurance claim	-	-	0	-
Prepayments for Brookwood	780	-	780	780
Prepayments in respect of copyright fees and utilities	2,536	-	2,536	2,536
	<u>23,394</u>	<u>0</u>	<u>23,394</u>	<u>22,932</u>

7) CREDITORS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Accruals for accounting fees	3,225	-	3,225	2,925
Diocese of London	487	-	487	-
Deferred income	5,000	-	5,000	5,000
Charitable Giving	1,557	-	1,557	1,482
	<u>10,269</u>	<u>0</u>	<u>10,269</u>	<u>9,407</u>

8) RESTRICTED FUNDS

	As at 01 Jan 21 £	Receipts £	Payments £	Transfers £	As at 31 Dec 21 £
S Stephen's Endowment Trust	0	34,850	(34,434.)	0	416
S Stephen's House	0	6,640	(6,640.)	0	0
	<u>0</u>	<u>41,490</u>	<u>(41,074)</u>	<u>0</u>	<u>416</u>

UNRESTRICTED FUNDS

43,774 335,333 (337,742) 0 41,366

TOTAL FUNDS

43,774 376,823 (378,816) 0 41,782

9) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Investments	0	0	0	366
Current assets	51,635	416	52,051	52,815
Creditors Due within one year	(10,269)	0	(10,269)	(9,407)
	<u>41,366</u>	<u>416</u>	<u>41,782</u>	<u>43,774</u>

Accounts

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2020**

Charity Registration Number 1131952

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
For the Year ended 31 December 2020

Administrative information

St. Stephen's Church is situated in South Kensington in the Royal Borough of Kensington and Chelsea. It is in the Kensington Episcopal Area of the Diocese of London but is under the pastoral care of the Bishop of Fulham. The correspondence address is St. Stephen's Church, Southwell Gardens, London SW7 4RL

The Parochial Church Council (PCC) is a registered charity number 1131952.

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

<i>Incumbent:</i>	The Revd Philip Barnes	Chairman
<i>Wardens:</i>	Mr Ross Egerton Mr Patrick Rodier	Vice Chairman (until 18 November 2020)
<i>Representatives on the Deanery Synod:</i>	Mr Patrick Rodier	
<i>Elected members:</i>	Mr. David Colville Mr Anthony Gardner Mr Konstantinos Petrides Mrs Elizabeth Olunloyo Mrs Sue Michelmore Ms Minette Moss Mr Iain Hunter	Treasurer (Until 25 October 2020) (From 25 October 2020) (From 25 October 2020) (From 25 October 2020) Vice chairman (from 18 November 2020)
Safeguarding officer	Ms Clare Almond Ms Minette Moss	(Until 25 October 2020) (From 25 October 2020)
Children's Champion:	Mrs Elizabeth Olunloyo	(From 25 October 2020)
<i>Secretary:</i>	Mr Mark Hodgkin	

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC is elected each year as are the Churchwardens.

Objectives and Activities

The PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

Church attendance

On the 31st December 2020, there were 58 (2019- 53) on the Electoral Roll. Average Sunday attendance, counted during October 2020, was 41 (2019- 44) adults and 3 (2019- 4) children in church and 47 screens online. Average attendance for midweek services during October 2020 was 5 (2019- 5). In 2020 we had one funeral in church.

ST STEPHEN'S PCC
Annual Report of the Parochial Church Council
(Continued)
For the Year ended 31 December 2020

Review of the year

The full PCC met on 5 occasions, two of which were held on-line (2019-8).

Who could have imagined at the start of the year what the next few months would have in store for us! Early in 2020 the long awaited Stewardship Campaign was held, an invitation to every member of the congregation to participate in 'planned giving' as a sign of Christian commitment and in order to provide a regular and reliable source of income for the church, enabling us to channel a greater portion of income from the trusts from which we benefit to the development of the church. The following financial reports outline the success of this campaign, and we are really grateful to all who responded with such generosity.

Little did we know how timely this appeal would be, and in March the restrictions of the Covid-19 pandemic radically altered all our lives. Public Worship was suspended and all events held in the church were cancelled. It must be said that initial guidance from the Church of England and from the Government was often less than helpful, but we learned new ways of meeting together and practising our faith.

The first challenge was how we would keep Holy Week and Easter, with the church closed for both private prayer and Public Mass – and even the clergy forbidden from entering (though this particular 'guidance' was ignored, and not a day passed during the 'lockdowns' when the daily Mass wasn't offered in St Stephen's by Fr Philip with Mark Hodgkin). Fr Philip developed a 'Holy Week at Home' pack – sent to all parishioners with resources for keeping the days at home, and we compiled a list of all the email addresses for parishioners we had to share news and to maintain contact. That first pack developed into the 'Together in Prayer' publication of news, devotional material and reflections produced regularly and widely circulated, and that first email sent on 20 March was the beginning of a weekly email to keep in touch.

On Easter Sunday Fr Philip returned home from saying Mass in church to 'livestream' a Mass from his spare bedroom, hastily turned into an oratory for lockdown. That Easter Mass was viewed a remarkable 210 times! A parish YouTube site was put together, and our Sunday Mass has been live-streamed every week since then. There have been a few challenges: the picture was initially grainy, but a new camera on Fr Philip's laptop rectified that; then the permission to livestream Mass from church meant an upgrade on the church WiFi in order to get a decent signal and an uninterrupted broadcast; then a kind donation from a parishioner improved the picture quality again. Sound remains something of a problem – the spoken voice comes over well, but it's very difficult (and expensive) to get the music sounding as it should. We're not sound engineers and do our best, and it's been amazing to have an 'online congregation' joining each week, even now we are able to be physically present in church. This congregation includes those who are shielding at home, as well as friends who are overseas or living away from London.

Thanks to a team of volunteers who've cleaned after every service, and to the precautions that we've put in place St Stephen's has been able to be open for public celebrations of Mass whenever Government guidelines have allowed this. This has enabled those who can safely travel to the church to gather together with those who join the Mass on-line. It was particularly good to be able to open for Christmas services, and we are grateful to all who helped to enable this to happen.

One of the blessings that have emerged over the past few months have been discovering new ways of being in touch. We've made use of Zoom for virtual coffee following Sunday Mass, we've tried to keep in touch with as many as we can on the 'phone, email or post, and have produced online videos and livestreams. Some of these have been to the benefit not just of St Stephen's but of the whole catholic movement in the Church of England, as Fr Philip has been using his role as Mission Adviser to the Bishop of Fulham to produce resources to share across parishes. In Advent 2020 these resources formed a series of 5 videos called 'O Radiant Dawn' for use by individuals or parishes, and as well as a talk from Fr Philip featured Advent music sung by our choir. The first video was viewed a staggering 3,900 times, and across the series of films an average of 2,000 people tuned in! When we wrote our parish Mission Action Plan three years ago we made a commitment to be a resource for the wider catholic movement in the Diocese of London – little did we realise we'd fulfil this by going viral on Facebook and Youtube!

In the late summer we launched our new website, a vast improvement on the previous site and an attractive way of communicating something of the beauty of our church and worship.

We've been hugely fortunate during 2020 to have received encouragement and solace from the music that we have continued to receive under the direction of Gregory Drott. It has been a particularly tough few months for musicians, with many experiencing significant losses in income, and one of the many things that we missed during the weeks when public worship was suspended was the sense of joy and consolation that the superb music at St Stephen's brings us. Again, when guidelines have permitted it our musicians have adapted to new ways of bringing this gift to us. At Christmas, with congregational singing prohibited, we wondered how we'd be able to enjoy the carols we so love. How can we forget the solution, a masterful newly composed 'Carol Mass' by Gregory Drott, performed on St Stephen's Day which had the congregation beaming and the presiding bishop tapping his feet! We were also delighted that the music department was joined by Jim Cooper as our Organ Scholar in September, replacing Joshua Simoes. Jim has already become a hugely valued and competent member of the team.

The wheels of bureaucracy can sometimes turn exceedingly slowly in the Diocese of London, and it wasn't until the late summer that we received faculties for the first phase of the development work on the church building. These permissions meant that in September work began on the installation of the new lighting scheme, designed by Light Perceptions and installed by Tom Flynn Electricians. The scheme is flexible and sensitive, highlighting features in the church beautifully and adaptable for different liturgies and uses of the church. The bulk of the work was completed for Christmas, with re-wiring work continuing into 2021.

ST STEPHEN'S PCC

Annual Report of the Parochial Church Council

(Continued)

For the Year ended 31 December 2020

Permission was also given for the upgrading of the sound system, and for the renovation of the vestries and WC and kitchen areas, and for the improvement to access on the north side of the church. In 2020 the PCC approved contractors for these works which would be completed in 2021.

In November 2020 the parish received an invitation from the Bishop of Fulham to receive an Assistant Curate who would come to St Stephen's to complete his training. We were delighted to receive Fr Alan Rimmer in December, and he was licensed as curate here by the bishop at the Solemn Mass on St Stephen's Day. The parish has been able to rent a flat for him on Marloes Road, and Fr Alan soon settled into ministry amongst us. We look forward with eager anticipation to his ordination as a priest in 2021.

2020 was indeed a year like no other, with challenges and disappointments, but also with much to give us encouragement and hope.

Financial Review

Total receipts on ordinary unrestricted and restricted funds are £326,622 (2019 £259,612), expenditure is £297,135 (2019 £257,009). At the start of 2020, the PCC embarked on a stewardship campaign to increase the level of planned giving from the congregation. This led to a doubling in the number of planned givers to the PCC; the total planned giving for 2020 is £12,660 (£7,190 in 2019). This insulated the PCC finances, to some extent, during the several lockdowns this year, resulting from the Covid-19 pandemic restrictions, when services were not allowed to be held publicly. Although income from hiring out the church for concerts and rehearsals, as well as the income from use of the parish room for early learning activities is significantly impacted: £35,309 in 2020 (£51,864 in 2019). The PCC continues to benefit from generous grants from two trusts associated with the church, as well as a grant supporting the music from the Old Possum Practical Trust. In particular, this year the PCC has benefited from additional grants from St Stephen's House (Gloucester Road) Ltd to support the development works at the church: £109,008 in 2020. These development works have also been the PCC's main expenditure in 2020: £111,713 (including professional fees). The contribution to the diocesan quota is £64,700 (£62,800 in 2019) which largely provides the stipends and housing for clergy. The other significant items of expenditure are the cost of running and maintaining the building, the cost of music at services and staff. The Covid-19 pandemic restrictions did lead to a scaled back music programme in 2020 and during the period when the church could not open for Sunday worship the regular quartet were paid a 50% retainer fee. Music costs in 2020 are £24,730 (£34,604 in 2019). In 2020 there was no Festival of Arts & Faith. The overall surplus for the year is £29,487 (2019 £2,603) leaving a net accumulated surplus of £43,774 (2019 £14,287).

Reserves policy

The PCC aims to hold a reserve of at least £15,000 in unrestricted funds to cover emergency situations that may arise from time to time. The net current unrestricted reserves are £43,774 (£14,287 in 2019).

Approved by the PCC on 24 March 2021 and signed on their behalf by the Revd Philip Barnes (Chairman).

Revd Philip Barnes



ST STEPHEN'S PCC
Deanery Synod Report
For the Year ended 31 December 2020

The Kensington Deanery Synod Representative in the House of Laity for this new triennium, which began on 1 December 2020 (extended by episcopal fiat from 30th June 2020, owing to the coronavirus epidemic) and concludes under the revised Church Representation Rules 2020 on 30 June 2023, is Patrick Rodier. Father Philip, is ex officio a member of the House of Clergy.

The Area Dean was the Rev Mark O'Donoghue, Vicar of Christ Church, Victoria Road, W8, until his resignation in September 2020. Since October 2020, the Vicar of the United Benefice of Holland Park, the Rev Dr James Heard, is the Area Dean.

Since the date of the previous report (May 2020), there were no meetings until the first video conference Deanery Synod organised by James Heard on 10 September 2020, when the Revd Canon Miles Baker, the new Area Director of Ministry, addressed us on investing in leadership and vocations following the theme of confidence in proclaiming the faith.

This Zoom meeting was followed on 16 November 2020 by an address from our Area Bishop of Kensington, the Rt Revd Graham Tomlin, on the development of the Diocesan 2030 Vision – provisional at this stage, because so much energy has had to be diverted to the coronavirus epidemic consequences, especially by the clergy, who were profusely thanked.

The customary Common Fund meeting of deanery treasurers, incumbents and, nowadays, church wardens or other principal PCC members with the Archdeacon, the Ven. Richard Frank, and the Area Finance Adviser, Mary Spredbury during May 2020 were necessarily abandoned.

Instead, parishes encountering straitened financial circumstances because, for example, of the loss of rental income, were encouraged to advise the effect on their common fund contributions. It speaks something of the resilience of London that, overall, the reduction in common fund has been only about 8% for 2020. With continuing coronavirus restrictions, the Diocese agreed that Common Fund contributions in 2021 should broadly continue at the same level as 2020. The Diocese is, of course, anticipating a significant shortfall over last year and this.

Patrick Rodier

24 March 2021

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2020**

STATEMENT OF TRUSTEES RESPONSIBILITIES

Members of the PCC are required by the Church Accounting Regulations and the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Church and of its results for that year. In preparing those accounts, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the accounts on a going concern basis unless it is inappropriate to assume that the Church will continue in operation.

The members of the PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church.

They are also responsible for safeguarding the assets of the Church and hence taking reasonable steps to prevent and detect fraud and other irregularities.

Signed on behalf of the PCC



**Mark Hodgkin
Secretary to the PCC
Date 24 March 2021**

**ST STEPHEN'S PCC
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO THE 31 DECEMBER 2020**

Independent Examiner's report to the PCC

This report is attached to the accounts of the PCC for the year ended 31st December 2020 which are set out on pages 8 to 13 and is in respect of an examination carried out on the accounts under section 145(1) of the Charities Act 2011. These statements comprise of the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts and you consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to 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 the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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 and with the methods and principles of the Statement of Recommended Practice : Accounting and Reporting by Charities.

have not 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.

Christopher Sale
Chartered Accountant (ICAEW)
InC Business Solutions Limited
24 Upper Hall Park
Berkhamsted
HP4 2NP
24 March 2021

ST STEPHEN'S PCC
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	2020		2019	
		£ Unrestricted Funds	£ Restricted Funds	£ Total 2020	£ Total 2019
INCOMING RESOURCES					
Voluntary Income	2a	248,818	41,140	289,958	202,359
Activities for Generating Funds	2b	35,309	0	35,309	54,215
Income from Investments	2c	34	0	34	60
Income from Church Activities	2d	1,321	0	1,321	2,978
Total Incoming resources		285,482	41,140	326,622	259,612
RESOURCES EXPENDED					
Church Activities	3a	214,711	34,500	249,211	212,884
Cost of Generating Funds	3b	13,005	6,640	19,645	11,234
Professional Fees	3c	25,354	0	25,354	29,966
Governance Costs	3d	2,925	0	2,925	2,925
Total resources expended		255,995	41,140	297,135	257,009
Net incoming /(outgoing) resources		29,487.	(0.)	29,487.	2,603
Net Movement in Funds for the period		29,487.	0.	29,487.	2,603
TOTAL FUNDS BROUGHT FORWARD		14,287	0	14,287	11,684
TOTAL FUNDS CARRIED FORWARD		43,774	0	43,774	14,287

No separate statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities

The net movement in funds for the year arise from the charity's continuing operations.

ST STEPHEN'S PCC
BALANCE SHEET AT 31 DECEMBER 2020

	Note	Unrestricted Funds £	2020 Restricted Funds £	Total 2020 £	2019 Total 2019 £
INVESTMENTS	5	366	0	366	332
CURRENT ASSETS					
Stock		0	0	0	0
Debtors	6	22,932	0	22,932	9,012
Cash at bank and in hand		29,883	0	29,883	13,994
		<u>52,815</u>	<u>0</u>	<u>52,815</u>	<u>23,006</u>
LESS CREDITORS:					
Amounts falling due within one year	7	(9,407)	0	(9,407)	(9,051)
NET CURRENT ASSETS (LIABILITIES) /		<u>43,408</u>	<u>0</u>	<u>43,408</u>	<u>13,955</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>43,774</u>	<u>0</u>	<u>43,774</u>	<u>14,287</u>
CREDITORS:					
amounts falling due after more than one year		0	0	0	0
Bank loan		0	0	0	0
NET ASSETS		<u>43,774</u>	<u>0</u>	<u>43,774</u>	<u>14,287</u>
FUNDS OF THE CHARITY					
Unrestricted Funds General		43,774	0	43,774	14,287
Restricted income Funds		0	0	0	0
		<u>43,774</u>	<u>0</u>	<u>43,774</u>	<u>14,287</u>

These financial statements have been prepared in accordance with the provisions of the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

These financial statements were approved by the Parochial Church Council and are signed and authorised for issue on their behalf by:

Revd Philip Barnes
Date 24 March 2021

Chairman

ST STEPHEN'S PCC

NOTES TO THE FINANCIAL STATEMENTS

For the Year ended 31 December 2020

1) ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations, and applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

FUNDS

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for particular purposes by the PCC.

The purpose of any restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of Church Groups that own an affiliation to another body nor those that are informal gatherings of Church members.

INCOME POLICY

Voluntary income including donations and grants are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Amounts receivable under covenant are recognised only when honoured by the covenanter.

Incoming resources from tax reclaims for Gift Aid are included in the SoFA where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Grants and legacies are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by the festival and similar events are accounted for gross.

Sales of books and magazines from Church bookstalls are accounted for gross.

Other ordinary Income

Rental income from letting of Church premises is accounted for when received.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

Investment Income

Dividends and interest are accounted for when due. Tax recoverable on such income is accrued for on the same basis.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of the activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are allocated on an appropriate basis.

ACCOUNTING FOR GRANTS AND DONATIONS

Grants

Grants and Donations are accounted for when the payment has been made or authorised and due for payment.

Costs directly related to the work of the Church

The Diocesan quota is accounted for when payable and any unpaid at 31 December 2020 is shown as a creditor in the Balance Sheet.

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2020

FIXED ASSETS

Consecrated land and buildings and movable Church furnishings

Consecrated and beneficed property is excluded from the accounts by s 96(2)(c) of the Charities Act 1993.

No value is placed on movable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off.

CURRENT ASSETS

Amounts owing to the PCC in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove unrecoverable.

FUNDS

Unrestricted funds are available for use at the discretion of the members of the PCC in furtherance of the general objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor and are segregated for use for that specific purpose.

INCOMING RESOURCES

	Funds	Funds	Total 2020	2019
	£	£	£	£
2a) VOLUNTARY INCOME				
Planned Giving	12,660	-	12,660	7,190
Collections	3,160	-	3,160	7,804
Donations and appeals	1,842	-	1,842	3,254
Legacies	500	-	500	0
Tax recoverable	5,398	-	5,398	4,139
St Stephen's Endowment Trustees	-	34,500	34,500	34,000
St Stephen's House				
Administrative Support Grant	20,000		20,000	20,000
Other Grants	80,000	6,640	86,640	106,480
Development Grants	109,008		109,008	
	<u>209,008</u>	<u>6,640</u>	<u>215,648</u>	<u>126,480</u>
Old Possum Trust	15,000	-	15,000	15,000
Insurance Claim	1,250	-	1,250	4,492
TOTAL VOLUNTARY INCOME	<u>248,818</u>	<u>41,140</u>	<u>289,958</u>	<u>202,359</u>

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS

(Continued)

For the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
2b) ACTIVITIES FOR GENERATING FUNDS				
Festival Income	0	0	0	2,351
Church & Hall Lettings	35,309	0	35,309	51,864
TOTAL	35,309	0	35,309	54,215
2c) INCOME FROM INVESTMENTS				
Bank Interest	0	0	0	0
Revaluation of CBF funds	34	0	34	61
TOTAL	34	0	34	61
2d) INCOME FROM CHURCH ACTIVITIES				
Magazines, Books & Votive Candles	419	0	419	870
Liturgical fees	102	0	102	207
Music Income	800	0	800	1,900
Other Income	0	0	0	0
TOTAL	1,321	0	1,321	2,977
TOTAL INCOME	285,482	41,140	326,622	259,612

RESOURCES EXPENDED CHARITABLE ACTIVITIES

	Unrestricted Funds £	2020 Restricted Funds £	Total 2020 £	2019 Total 2019 £
3a) Church Activities				
Diocesan Common Fund	49,370	15,330	64,700	62,800
Diocesan Statutory Fees	6	-	6	6
Diocesan Common Fund All Saints NH	-	-	0	10,000
Assistant Priest Honorarium,	-	3,000	3,000	3,000
Ministry Support	1,733	987	2,721	1,396
Office Expenses	4,599	-	4,599	5,798
Church Heating & Lighting	10,605	-	10,605	14,233
Church Maintenance & Repair	6,917	-	6,917	14,289
Church Minor Works	8,911	-	8,911	14,288
Church Development Works	86,359	-	86,359	0
Insurance	8,612	-	8,612	8,227
Sacristy	1,407	-	1,407	3,520
Music	24,730	-	24,730	34,604
Vergers Salary & Fees	3,581	15,183	18,764	18,992
Vergers Flat Expenses	4,585	-	4,585	2,695
Festival	-	-	0	12,262
General Expenses	778	-	778	3,289
Subscriptions & Charitable Giving	1,632	-	1,632	1,426
Brookwood	780	-	780	780
Special Event Catering	46	-	46	1,219
Bank Charges	60	0	60	60
	214,711	34,500	249,211	212,884

3b) Cost of Generating Funds

Church Hall Expenses	3,677	6,640	10,317	9,923
Publicity	9,328	-	9,328	1,311
	13,005	6,640	19,645	11,234

3c) Professional Fees

Architect	14,290	-	14,290	26,978
Lighting design	11,064	0	11,064	2,988
	25,354	0	25,354	29,966

ST STEPHEN'S PCC
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020

(Continued)

3d) Governance Costs

Independent examiner	2,925	0	2,925	2,925
	<u>2,925</u>	<u>0</u>	<u>2,925</u>	<u>2,925</u>

4) STAFF COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Wages & salaries	3,581	21,823	25,404	25,404
Employers NI	0	0	0	0
	<u>3,581</u>	<u>21,823</u>	<u>25,404</u>	<u>25,404</u>

During the year the PCC employed 2 members of Staff at a salary less than £40,000 p.a.

5) INVESTMENTS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
CBF Investments Revalued at 31 December 2020	366	0	366	332
	<u>366</u>	<u>0</u>	<u>366</u>	<u>332</u>

6) DEBTORS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Outstanding hire invoices	3,551	0	3,551	3,380
HMRC Gift Aid	5,398		5,398	0
47 Marloes Road	10,667		10,667	0
Insurance claim	0	0	0	4,492
Prepayments for Brookwood	780		780	
Prepayments in respect of copyright fees and utilities	2,536	0	2,536	1,140
	<u>22,932</u>	<u>0</u>	<u>22,932</u>	<u>9,012</u>

7) CREDITORS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Accruals for accounting fees	2,925	0	2,925	2,925
Deferred income	5,000	0	5,000	5,000
Charitable Giving	1,482	0	1,482	1,126
	<u>9,407</u>	<u>0</u>	<u>9,407</u>	<u>9,051</u>

8) RESTRICTED FUNDS

	As at 01 Jan 20 £	Receipts £	Payments £	Transfers £	As at 31 Dec 20 £
S Stephen's Endowment Trust	0	34,500	(34,500.)	0	0
S Stephen's House	0	6,640	(6,640.)	0	(0)
	<u>0</u>	<u>41,140</u>	<u>(41,140)</u>	<u>0</u>	<u>(0)</u>

UNRESTRICTED FUNDS

14,287 285,482 (255,995) 0 43,774

TOTAL FUNDS

14,287 326,622 (297,135) 0 43,774

9) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Investments	366	0	366	332
Current assets	52,815	0	52,815	23,006
Creditors Due within one year	(9,407)	0	(9,407)	(9,051)
	<u>43,774</u>	<u>0</u>	<u>43,774</u>	<u>14,287</u>