

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE ANNUNCIATION OF THE BLESSED VIRGIN MARY CHISLEHURST

England & Wales · Charity number 1132138

Details

Other names	THE PARISH OF THE ANNUNCIATION OF THE BLESSED VIRGIN MARY CHISLEHURST
Status	Registered
Legal form	Previously excepted
Registered	2009-10-15
Register	View on the Charity Commission register

Contact

Address	46 High Street Chislehurst Kent BR7 5AQ
Phone	07747340880

Activities

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

Activities: Regular public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work, including visiting the sick and bereaved. Teaching of Christianity through sermons, courses and small groups. Promotion of Christianity through staging of events and meetings and the distribution of literature. Supporting other charities in the UK and overseas

Classification

- **How:** Provides Other Finance
- **What:** General Charitable Purposes, Education/training, Religious Activities
- **Who:** The General Public/mankind

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£224,996	£143,094	-	-
2023-12-31	£128,035	£231,389	-	-
2022-12-31	£99,680	£177,185	-	-
2021-12-31	£106,424	£121,445	-	-
2020-12-31	£93,000	£83,199	-	-

Trustees

Name	Role	Appointed
Anne Christine Harrison		2020-10-18
Beverley Fay Porter		2021-05-23
Carole Rosemary Poll		2015-03-22
JON MICHAEL OWEN		
MICHAEL JOHN WATSON		2012-10-21
Paula Mavis Howard		2017-04-02
Rev Stephen Robert Alexander Jullien		2026-02-25
SALLY JANE THORN		
Victoria Browne		2025-07-24

Accounts

The Church of The Annunciation of The Blessed Virgin Mary, Chislehurst

PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR 2024

May 2025

Administrative Information

The Church of the Annunciation of the Blessed Virgin Mary was built in 1870 and is situated in the busy High Street in Chislehurst. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church of the Annunciation, High Street, Chislehurst, BR7 5AQ.

The Parochial Church Council of the Ecclesiastical Parish of the Annunciation of the Blessed Virgin Mary Chislehurst is a charity registered with the Charity Commission in accordance with the Charities Act 2006 (Charity Number 1132138).

Objectives

We rejoice in our long history and heritage of the Catholic tradition of the Church of England, and a celebration of the Mass is offered most days and the Blessed Sacrament perpetually reserved. The Resolution under the Women Bishop's legislation has been passed, and the Church is under the pastoral care of the Bishop of Richborough.

Following the retirement of the vicar, the Reverend Paul Farthing, the church is in interregnum.

We have an Honorary Assistant priest, Canon David Herbert and one Reader Emeritus, Miss Jennifer Smith.

The PCC also has maintenance responsibilities for the church building, the vicarage and the former curate's house at 47 Holmdale Road Chislehurst.

PCC Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year, the following served as members of the PCC:

Incumbent	Vacant
Churchwardens	Mr John Symes Miss Carole Poll
Deanery Synod Representatives	Mr J Michael Owen
Elected Members	Mrs Victoria Browne Mrs Anne Harrison (Treasurer) Mrs Paula Howard Mrs Beverly Porter Mrs Sally Thorn Mr Michael Watson (PCC Secretary)

PCC Committees

The PCC operates through the Standing Committee which meets as and when the need arises. This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council.

Achievements and Performance

Church Attendance

There are 44 parishioners on the Church Electoral Roll, of whom 21 reside outside the parish.

Review of the Year

The church lost some members during the COVID pandemic, and we have continued to lose more through age and infirmity, but we have been pleased to be able to welcome some new families.

There have been no deaths during the year under review, but it would be remiss not to record the more recent deaths of two faithful long-standing members of our congregation, Mrs Glenys Thomas and Mrs Madeline Gardner.

The PCC met eight times during the year.

We continue to provide a Parish website at <http://annunciationchislehurst.org>.

Canon Herbert has continued as editor of our monthly parish magazine which is produced in addition to the weekly pew-sheets. No charge is made for this, and the magazine continues to be well received and covers a wide range of topics.

The church has continued to give generously to charitable organisations both locally and overseas.

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

Working parties have undertaken church and churchyard cleaning, usually once a month, and the churchwardens are most grateful for the efforts of a small but dedicated number of parishioners. A coffee morning held once every week has proved popular, and has attracted many visitors into church.

Financial Review

A Summary of the Parish Accounts is attached to this report.

Future Plans and Concerns

Substantial repair work to the fabric of the building has been completed, but necessary repairs to the tower are still to be undertaken. A major fund-raising effort will be needed before this can proceed.

Reserves and Investment Policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level that equates to approximately six months expenditure. This provides sufficient funds to cover management and administration and support costs and to respond to emergency applications for grants which arise from time to time. Unrestricted funds were maintained at this level throughout the year. It is our strategy to invest our funds balances with the CBF Church of England Deposit Fund.

Risk and Safeguarding Policy

A child protection policy is in place, and in compliance with the Criminal Records Bureau requirements for those working with young children and vulnerable adults, CRB clearance has been obtained. The PCC are committed to ensuring that our church and hall are safe places for all who use them, and the House of Bishops Safeguarding Policy has been formally adopted. All PCC members have received appropriate safeguarding training.

For more detailed information and guidance see the Parish Safeguarding Handbook, <https://www.rochester.anglican.org> and click on safeguarding.

Arrangements are in place for dealing with cash i.e. all money to be banked is placed in a wall safe and the money deposited in the bank at regular intervals. The church building complies with the Disability Discrimination Act. With reference to fire regulations, the extinguishers are regularly serviced and a Fire Risk Assessment has been completed.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

**The Parochial Church Council of the Ecclesiastical Parish of the Annunciation
Of the Blessed Virgin Mary Chislehurst** Charity Name

**On accounts for the year
ended**

31st December 2024

**Charity no
(if any)**

1132138

Set out on pages

1 – 5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Ingrid Cawood

Date:

10 APRIL 2025

Name:

Ingrid Cawood

**Relevant professional
qualification(s) or body
(if any):**

CA(SA) 04871942

Address:

6 Adelaide Road, Chislehurst, BR7 6BB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Statement of Financial Activities
For the Year ended 31st December 2024

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	
					2024	2023
Incoming Resources						
Voluntary Income	47,047	-	6,536	-	53,583	50,149
Activities for generating Funds	13,988	-	-	-	13,988	14,051
Income from Investments	137,603	1,713	1,442	-	140,758	40,703
Income from Church Activities	378	-	-	-	378	1,201
Other Incoming Resources	16,289	-	-	-	16,289	21,931
Total Incoming Resources	215,305	1,713	7,978	0	224,996	128,035
Resources Expended						
Church activities	94,945	-	7,416	-	102,362	101,882
Fund Raising Costs	17,957	-	-	-	17,957	2,193
Governance Costs	275	-	-	-	275	275
Quinquennial Repair Work	22,501	-	-	-	22,501	127,038
Total Resources Expended	135,678	0	7,416	0	143,094	231,389
Net Incoming/Outgoing						
Resources before other Recognised						
Gains and Losses	79,627	1,713	562	-	81,902	(103,353)
Gain/(Loss) on Investment Assets on Revaluation	-	-	-	382	382	1,179
Net Movement in Funds	79,627	1,713	562	382	82,284	(102,174)
Transfer between Funds	(6,895)	5,150	1,745	-	0	0
Balance b/fwd 1 January 2024	285,569	48,411	22,291	15,340	371,611	473,785
Balance c/fwd 31 December 2024	358,301	55,274	24,598	15,722	453,895	371,611
Fixed Assets						
Tangible Fixed Assets	225,926	-	-	-	225,926	225,926
Investments	-	-	-	15,722	15,722	15,340
	225,926	0	0	15,722	241,648	241,266
Current Assets						
Short Term Deposits	-	55,274	-	-	55,274	48,411
Cash at bank	132,375	-	24,598	-	156,973	81,934
	132,375	55,274	24,598	0	212,247	130,345
Total	358,301	55,274	24,598	15,722	453,895	371,611
Parish Funds						
Unrestricted					358,301	285,569
Designated					55,274	48,411
Restricted					24,598	22,291
Endowment					15,722	15,340
					453,895	371,611

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Notes to the Financial Statements
For the Year ended 31st December 2024

Incoming Resources	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2024	2023
Voluntary Income						
Planned Giving/family Purse	7,772	-	-	-	7,772	7,454
Standing Orders	25,657	-	-	-	25,657	24,377
Income Tax Recoverable	6,577	-	1,231	-	7,808	8,434
Collections (open plate)	2,481	-	-	-	2,481	2,223
Donations/Appeals etc	4,560	-	5,305	-	9,865	7,661
	<u>47,047</u>	<u>0</u>	<u>6,536</u>	<u>0</u>	<u>53,583</u>	<u>50,149</u>
Activities for Generating Funds						
Spring and Autumn Fetes	2,423	-	-	-	2,423	2,967
Bromley Boys Singers concert	317	-	-	-	317	0
Sunday Coffee Mornings	670	-	-	-	670	608
Commemorative Mugs	18	-	-	-	18	15
Mobile Phone Mast	10,000	-	-	-	10,000	10,000
Coffee Stop	560	-	-	-	560	461
	<u>13,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,988</u>	<u>14,051</u>
Income from Investments						
Dividends and Interest Included	4,974	1,713	1,442	-	8,129	5,869
Rental Income Doctors Surgery	36,500	-	-	-	36,500	21,000
Rent settlement for CMP - Doctor's surgery	80,000	-	-	-	80,000	0
Rental Income 47 Holmdale Rd	16,129	-	-	-	16,129	13,834
	<u>137,603</u>	<u>1,713</u>	<u>1,442</u>	<u>0</u>	<u>140,758</u>	<u>40,703</u>
Income from Church Activities						
Fees	378	-	-	-	378	1,201
	<u>378</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>378</u>	<u>1,201</u>
Other Incoming Resources						
Donation for Electrical work in the churchyard	-	-	-	-	0	1,000
Chislehurst Society donation for replacement churchyard bench	-	-	-	-	0	1,000
Donation for New Altar Frontal	-	-	-	-	0	847
Quinquennial works VAT refund from LPOW grant scheme	16,289	-	-	-	16,289	19,084
	<u>16,289</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>16,289</u>	<u>21,931</u>
Total Incoming Resources	<u>215,305</u>	<u>1,713</u>	<u>7,978</u>	<u>0</u>	<u>224,996</u>	<u>128,035</u>

	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2024	2023
Resources Expended						
Church Activities						
Home Missions	-	-	-	-	0	50
Secular Charities	700	-	2,356	-	3,056	4,276
Ministry: Parish Share	63,000	-	-	-	63,000	63,000
Ministry: Costs/ Expenses	2,263	-	-	-	2,263	2,045
Church Running/Maintenance	3,371	-	-	-	3,371	4,721
Upkeep of Services	988	-	-	-	988	712
New Altar Frontal	-	-	-	-	0	847
Churchyard Upkeep	382	-	5,000	-	5,382	6,055
Printing and Stationery	1,571	-	-	-	1,571	1,180
Subscriptions	640	-	-	-	640	447
Other Parish Costs	900	-	-	-	900	900
Bank Charges	78	-	60	-	138	144
Council Tax	3,232	-	-	-	3,232	3,052
Water	449	-	-	-	449	292
Utilities	6,139	-	-	-	6,139	2,299
Insurance	4,743	-	-	-	4,743	5,205
Organist Fees and Choir	6,250	-	-	-	6,250	6,535
Music	240	-	-	-	240	120
	<u>94,945</u>	<u>0</u>	<u>7,416</u>	<u>0</u>	<u>102,362</u>	<u>101,882</u>
Fund Raising Costs						
Fetes/Events	219	-	-	-	219	335
Card Reader expenses	139	-	-	-	139	162
Property Upkeep and Legal Fees	17,599	-	-	-	17,599	1,696
	<u>17,957</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,957</u>	<u>2,193</u>
Governance Costs						
Independent Examiner	275	-	-	-	275	275
	<u>275</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>275</u>	<u>275</u>
Quinquennial Repair Work						
Quinquennial Consultants fees	372	-	-	-	372	13,316
Quinquennial Main Contractors	22,129	-	-	-	22,129	113,722
	<u>22,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>22,501</u>	<u>127,038</u>
Total Resources Expended	<u>135,678</u>	<u>0</u>	<u>7,416</u>	<u>0</u>	<u>143,094</u>	<u>231,389</u>

Fixed Assets

	Freehold Land and Buildings		
Tangible Fixed Assets (unrestricted)	225,926	225,926	225,926

The freehold land and buildings comprise the Curate's house at 47 Holmdale Road, Chislehurst. For accounting purposes the property has been treated as an investment property, although it is not revalued annually.

The property has been let to the same tenants since October 1981. The current valuation is the insurance valuation dated June 2015. Though the market valuation would undoubtedly be more, it has to be taken into account that selling a house with long term sitting tenants depresses the value of the property.

Investment Fixed Assets (Endowment Funds)

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares	2024	2023
Market Value - 1 January	14474	13,369
Net gain/(Loss) on annual Revaluation	362	1,105
	14,836	14,474
Parish Trust Funds		
Market Value - 1 January	866	792
Net gain/(Loss) on annual Revaluation	20	74
	886	866
Total Investments	15,722	15,340

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares -Margaret Halmshaw Music Fund

Holdings at 31st December 2024 comprised 2,922.61 (2023: 2,922.61) shares with a mid market value of 149.12p (2023: 144.75p) in the Church of England Fixed Interest Securities Fund Income Shares and 453.14 (2023: 453.14) shares with a mid market value of 2312.27p (2023: 2260.53p) in the Church of England Investment Fund Income Shares.

Parish trust Funds are held by the Rochester D.S. and B.F. as custodian trustee. The PCC is responsible for the assets as managing trustee. The investment comprises Income Shares held in the White Grave CBF Investment Fund with a book cost of £512.34 and a market value of £886.06 (31.12.202: £866.24)

The Endowment Fund is the Margaret Halmshaw Music Fund. The capital is held in CBF Income Shares, the dividends are transferred to a CBF deposit account where they earn further interest. The income is to be used for anything in the field of music within the church.

The Parish Trust Funds hold long term funds for the care of certain graves in the churchyard and therefore the annual income is treated as restricted.

Fund Movements	Tower		Restoration Fund	Music Fund	Designated Funds	Endowment Fund	
	Donations Payable	Appeal Fund					
Balance at the beginning of the year	1,220	-	1,689	15,009	4,372	48,411	15,340
Incoming Resources	500	6306	-	-	-	5,150	-
Outgoing Resources	(930)	-	-	(5,000)	-	-	-
Investment Gain/(Loss)	-	-	90	712	630	1,713	382
Balance at the end of the year	790	6,306	1,779	10,721	5,002	55,274	15,722

Current Assets (Restricted)

The restricted funds comprise special collections and associated reclaimed gift aid, and the Tower Fund. All these funds are held in the general bank account in separate sub accounts or on deposit as separate funds with the Central Board of Finance of the Church of England. The Restoration Fund is held in a separate bank account and on deposit with the Central Board of Finance of the Church of England. The special collections are paid out as appropriate. The Tower Fund is for the maintenance of the bells. The Restoration fund is for the care and conservation of the fabric of the Church.

Breakdown of Restricted Funds	2024	2023
Restoration Deposit account	10721.11	15,009
Tower Appeal Fund	6305.92	-
Tower Fund	1779	1,689
Margaret Halmshaw Deposit account	5002	4,372
Tower fund donations not yet transferred to Deposit Account	290	290
Charity donations not yet paid out	500	930
	24,598	22,291

ACCOUNTING POLICIES

BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The Financial Statements have been prepared under the historical cost convention with the exception of investments which are recognised at market value and the Fixed Property which is currently valued at the 2015 insurance valuation. The Financial Statements have been prepared using the Receipts and Payment method.

FUNDS

Endowment Funds are funds in which the capital must be maintained. Income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted Funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year may be carried forward as a balance on the fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes.

Income from Investments: Rental Income from the letting of the investment property within the fixed assets (47 Holmdale Rd) and from Chislehurst Medical Practice are recognised when the rental is received.

INCOMING RESOURCES

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when received by the PCC.

Dividends are accounted for when the receivable interest is received. All other income is recognised when it is received.

All incoming resources are accounted for gross of any related expenditure, which is accounted for separately under resources expended.

£16,288.57 was received from the Listed Places of Worship (LPOW) Grant Scheme for repayment of VAT paid for main contractors and professional fees for Quinquennial works.

RESOURCES EXPENDED

Grants and donations are accounted for when paid over.

The Diocesan parish share is accounted for when paid.

Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is recognised when it is paid and accounted for gross of VAT paid and any related income. VAT which is successfully reclaimed against expenditure is credited to expenditure when it is received.

Quinquennial repairs -phase 2 - commenced in October 2023 and were completed in January 2024. £22,128.71 was paid to the main contractor in 2024. A VAT refund of 16,288.57 was received from the LPOW Grant scheme in 2024 for Phase Two of the Quinquennial work.

The Quinquennial works have been funded by transfers from Reserves.

In 2024 rent reviews for CMP were agreed and £80,000 rent owed was paid to the Church. This has been transferred to the General Reserve. Rent increases for CMP were also agreed and implemented in 2024.

Ibbott Mosely were paid £5,340 in professional fees for the surgery rent reviews.

47 Holmdale Road rent also increased following a rent review and appeal. Ibbott Mosely were paid £4,800 in professional fees for the rent reviews.

The Tower Appeal was launched on Gift Day in 2024. This is to raise funds for work repairing the Tower. A new CCLA Deposit Account has been opened for the Appeal funds.

FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Fixed Assets acquired prior to 2000 have been fully written off, including those still in use, for which no purchase records exist.

The Freehold Land and Buildings are stated at the 2015 insurance valuation, and are treated as an investment property, within Fixed Assets.

Low value assets with a purchase price of £500 or less, are written off when the asset is acquired.

Investments are valued at market value at 31st December.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

**The Parochial Church Council of the Ecclesiastical Parish of the Annunciation
Of the Blessed Virgin Mary Chislehurst** Charity Name

**On accounts for the year
ended**

31st December 2024

**Charity no
(if any)**

1132138

Set out on pages

1 – 5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

**Responsibilities and
basis of report**

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

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Signed:

Ingrid Cawood

Date:

10 APRIL 2025

Name:

Ingrid Cawood

**Relevant professional
qualification(s) or body
(if any):**

CA(SA) 04871942

Address:

6 Adelaide Road, Chislehurst, BR7 6BB

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	225,926	0	0	15,722	241,648	241,266
Current Assets						
Short Term Deposits	-	55,274	-	-	55,274	48,411
Cash at bank	132,375	-	24,598	-	156,973	81,934
	132,375	55,274	24,598	0	212,247	130,345
Total	358,301	55,274	24,598	15,722	453,895	371,611
Parish Funds						
Unrestricted					358,301	285,569
Designated					55,274	48,411
Restricted					24,598	22,291
Endowment					15,722	15,340
					453,895	371,611

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Notes to the Financial Statements
For the Year ended 31st December 2024

Incoming Resources	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2024	2023
Voluntary Income						
Planned Giving/family Purse	7,772	-	-	-	7,772	7,454
Standing Orders	25,657	-	-	-	25,657	24,377
Income Tax Recoverable	6,577	-	1,231	-	7,808	8,434
Collections (open plate)	2,481	-	-	-	2,481	2,223
Donations/Appeals etc	4,560	-	5,305	-	9,865	7,661
	<u>47,047</u>	<u>0</u>	<u>6,536</u>	<u>0</u>	<u>53,583</u>	<u>50,149</u>
Activities for Generating Funds						
Spring and Autumn Fetes	2,423	-	-	-	2,423	2,967
Bromley Boys Singers concert	317	-	-	-	317	0
Sunday Coffee Mornings	670	-	-	-	670	608
Commemorative Mugs	18	-	-	-	18	15
Mobile Phone Mast	10,000	-	-	-	10,000	10,000
Coffee Stop	560	-	-	-	560	461
	<u>13,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,988</u>	<u>14,051</u>
Income from Investments						
Dividends and Interest Included	4,974	1,713	1,442	-	8,129	5,869
Rental Income Doctors Surgery	36,500	-	-	-	36,500	21,000
Rent settlement for CMP - Doctor's surgery	80,000	-	-	-	80,000	0
Rental Income 47 Holmdale Rd	16,129	-	-	-	16,129	13,834
	<u>137,603</u>	<u>1,713</u>	<u>1,442</u>	<u>0</u>	<u>140,758</u>	<u>40,703</u>
Income from Church Activities						
Fees	378	-	-	-	378	1,201
	<u>378</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>378</u>	<u>1,201</u>
Other Incoming Resources						
Donation for Electrical work in the churchyard	-	-	-	-	0	1,000
Chislehurst Society donation for replacement churchyard bench	-	-	-	-	0	1,000
Donation for New Altar Frontal	-	-	-	-	0	847
Quinquennial works VAT refund from LPOW grant scheme	16,289	-	-	-	16,289	19,084
	<u>16,289</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>16,289</u>	<u>21,931</u>
Total Incoming Resources	<u>215,305</u>	<u>1,713</u>	<u>7,978</u>	<u>0</u>	<u>224,996</u>	<u>128,035</u>

	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2024	2023
Resources Expended						
Church Activities						
Home Missions	-	-	-	-	0	50
Secular Charities	700	-	2,356	-	3,056	4,276
Ministry: Parish Share	63,000	-	-	-	63,000	63,000
Ministry: Costs/ Expenses	2,263	-	-	-	2,263	2,045
Church Running/Maintenance	3,371	-	-	-	3,371	4,721
Upkeep of Services	988	-	-	-	988	712
New Altar Frontal	-	-	-	-	0	847
Churchyard Upkeep	382	-	5,000	-	5,382	6,055
Printing and Stationery	1,571	-	-	-	1,571	1,180
Subscriptions	640	-	-	-	640	447
Other Parish Costs	900	-	-	-	900	900
Bank Charges	78	-	60	-	138	144
Council Tax	3,232	-	-	-	3,232	3,052
Water	449	-	-	-	449	292
Utilities	6,139	-	-	-	6,139	2,299
Insurance	4,743	-	-	-	4,743	5,205
Organist Fees and Choir	6,250	-	-	-	6,250	6,535
Music	240	-	-	-	240	120
	<u>94,945</u>	<u>0</u>	<u>7,416</u>	<u>0</u>	<u>102,362</u>	<u>101,882</u>
Fund Raising Costs						
Fetes/Events	219	-	-	-	219	335
Card Reader expenses	139	-	-	-	139	162
Property Upkeep and Legal Fees	17,599	-	-	-	17,599	1,696
	<u>17,957</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,957</u>	<u>2,193</u>
Governance Costs						
Independent Examiner	275	-	-	-	275	275
	<u>275</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>275</u>	<u>275</u>
Quinquennial Repair Work						
Quinquennial Consultants fees	372	-	-	-	372	13,316
Quinquennial Main Contractors	22,129	-	-	-	22,129	113,722
	<u>22,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>22,501</u>	<u>127,038</u>
Total Resources Expended	<u>135,678</u>	<u>0</u>	<u>7,416</u>	<u>0</u>	<u>143,094</u>	<u>231,389</u>

Fixed Assets

	Freehold Land and Buildings		
Tangible Fixed Assets (unrestricted)	225,926	225,926	225,926

The freehold land and buildings comprise the Curate's house at 47 Holmdale Road, Chislehurst. For accounting purposes the property has been treated as an investment property, although it is not revalued annually.

The property has been let to the same tenants since October 1981. The current valuation is the insurance valuation dated June 2015. Though the market valuation would undoubtedly be more, it has to be taken into account that selling a house with long term sitting tenants depresses the value of the property.

Investment Fixed Assets (Endowment Funds)

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares	2024	2023
Market Value - 1 January	14474	13,369
Net gain/(Loss) on annual Revaluation	362	1,105
	14,836	14,474
Parish Trust Funds		
Market Value - 1 January	866	792
Net gain/(Loss) on annual Revaluation	20	74
	886	866
Total Investments	15,722	15,340

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares -Margaret Halmshaw Music Fund

Holdings at 31st December 2024 comprised 2,922.61 (2023: 2,922.61) shares with a mid market value of 149.12p (2023: 144.75p) in the Church of England Fixed Interest Securities Fund Income Shares and 453.14 (2023: 453.14) shares with a mid market value of 2312.27p (2023: 2260.53p) in the Church of England Investment Fund Income Shares.

Parish trust Funds are held by the Rochester D.S. and B.F. as custodian trustee. The PCC is responsible for the assets as managing trustee. The investment comprises Income Shares held in the White Grave CBF Investment Fund with a book cost of £512.34 and a market value of £886.06 (31.12.202: £866.24)

The Endowment Fund is the Margaret Halmshaw Music Fund. The capital is held in CBF Income Shares, the dividends are transferred to a CBF deposit account where they earn further interest. The income is to be used for anything in the field of music within the church.

The Parish Trust Funds hold long term funds for the care of certain graves in the churchyard and therefore the annual income is treated as restricted.

Fund Movements	Tower		Restoration Fund	Music Fund	Designated Funds	Endowment Fund
	Donations Payable	Appeal Fund				
Balance at the beginning of the year	1,220	-	1,689	15,009	4,372	48,411
Incoming Resources	500	6306	-	-	-	5,150
Outgoing Resources	(930)	-	-	(5,000)	-	-
Investment Gain/(Loss)	-	-	90	712	630	1,713
Balance at the end of the year	790	6,306	1,779	10,721	5,002	55,274

Current Assets (Restricted)

The restricted funds comprise special collections and associated reclaimed gift aid, and the Tower Fund. All these funds are held in the general bank account in separate sub accounts or on deposit as separate funds with the Central Board of Finance of the Church of England. The Restoration Fund is held in a separate bank account and on deposit with the Central Board of Finance of the Church of England. The special collections are paid out as appropriate. The Tower Fund is for the maintenance of the bells. The Restoration fund is for the care and conservation of the fabric of the Church.

Breakdown of Restricted Funds	2024	2023
Restoration Deposit account	10721.11	15,009
Tower Appeal Fund	6305.92	-
Tower Fund	1779	1,689
Margaret Halmshaw Deposit account	5002	4,372
Tower fund donations not yet transferred to Deposit Account	290	290
Charity donations not yet paid out	500	930
	24,598	22,291

ACCOUNTING POLICIES

BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The Financial Statements have been prepared under the historical cost convention with the exception of investments which are recognised at market value and the Fixed Property which is currently valued at the 2015 insurance valuation. The Financial Statements have been prepared using the Receipts and Payment method.

FUNDS

Endowment Funds are funds in which the capital must be maintained. Income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted Funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year may be carried forward as a balance on the fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes.

Income from Investments: Rental Income from the letting of the investment property within the fixed assets (47 Holmdale Rd) and from Chislehurst Medical Practice are recognised when the rental is received.

INCOMING RESOURCES

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when received by the PCC.

Dividends are accounted for when the receivable interest is received. All other income is recognised when it is received.

All incoming resources are accounted for gross of any related expenditure, which is accounted for separately under resources expended.

£16,288.57 was received from the Listed Places of Worship (LPOW) Grant Scheme for repayment of VAT paid for main contractors and professional fees for Quinquennial works.

RESOURCES EXPENDED

Grants and donations are accounted for when paid over.

The Diocesan parish share is accounted for when paid.

Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is recognised when it is paid and accounted for gross of VAT paid and any related income. VAT which is successfully reclaimed against expenditure is credited to expenditure when it is received.

Quinquennial repairs -phase 2 - commenced in October 2023 and were completed in January 2024. £22,128.71 was paid to the main contractor in 2024. A VAT refund of 16,288.57 was received from the LPOW Grant scheme in 2024 for Phase Two of the Quinquennial work.

The Quinquennial works have been funded by transfers from Reserves.

In 2024 rent reviews for CMP were agreed and £80,000 rent owed was paid to the Church. This has been transferred to the General Reserve. Rent increases for CMP were also agreed and implemented in 2024.

Ibbott Mosely were paid £5,340 in professional fees for the surgery rent reviews.

47 Holmdale Road rent also increased following a rent review and appeal. Ibbott Mosely were paid £4,800 in professional fees for the rent reviews.

The Tower Appeal was launched on Gift Day in 2024. This is to raise funds for work repairing the Tower. A new CCLA Deposit Account has been opened for the Appeal funds.

FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Fixed Assets acquired prior to 2000 have been fully written off, including those still in use, for which no purchase records exist.

The Freehold Land and Buildings are stated at the 2015 insurance valuation, and are treated as an investment property, within Fixed Assets.

Low value assets with a purchase price of £500 or less, are written off when the asset is acquired.

Investments are valued at market value at 31st December.

Accounts



Section A

Independent Examiner's Report

**Report to the trustees/
members of** The Parochial Church Council of the Ecclesiastical Parish of the Annunciation
Of the Blessed Virgin Mary Chislehurst

**On accounts for the year
ended** 31st December 2023 **Charity no
(if any)** 1132138

Set out on pages 1 - 5
include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

**Responsibilities and
basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

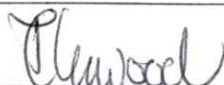
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement** I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:  **Date:** 29 April 2024

Name: Ingrid Cawood

**Relevant professional
qualification(s) or body
(if any):** CA (SA)
Membership number 04871932

Address: 6 Adelaide Road, Chislehurst, BR76BB

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Statement of Financial Activities
For the Year ended 31st December 2023

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	
					2023	2022
Incoming Resources						
Voluntary Income	45,480	-	4,669	-	50,149	48,798
Activities for generating Funds	14,051	-	-	-	14,051	13,565
Income from Investments	37,946	1,740	1,017	-	40,703	33,560
Income from Church Activities	1,201	-	-	-	1,201	410
Other Incoming Resources	19,084	-	2,847	-	21,931	3,347
Total Incoming Resources	117,762	1,740	8,533	0	128,035	99,680
Resources Expended						
Church activities	92,457	2,340	7,086	-	101,882	175,157
Fund Raising Costs	993	1,200	-	-	2,193	1,778
Governance Costs	275	-	-	-	275	250
Quinquennial Repair Work	103,518	13,316	10,204	-	127,038	66,333
Total Resources Expended	197,242	16,856	17,290	0	231,389	177,185
Net Incoming/Outgoing						
Resources before other Recognised						
Gains and Losses	(79,480)	(15,116)	(8,757)	-	(103,353)	(77,505)
Gain/(Loss) on Investment Assets on Revaluation	-	-	-	1,179	1,179	(1,951)
Net Movement in Funds	(79,480)	(15,116)	(8,757)	1,179	(102,174)	(79,456)
Transfer between Funds	(2,240)	2,150	90	-	0	0
Balance b/fwd 1 January 2022	367,289	61,377	30,958	14,161	473,785	553,241
Balance c/fwd 31 December 2023	285,569	48,411	22,291	15,340	371,611	473,785
Fixed Assets						
Tangible Fixed Assets	225,926	-	-	-	225,926	225,926
Investments	-	-	-	15,340	15,340	14,161
					241,266	240,087
Current Assets						
Short Term Deposits	-	48,411	-	-	48,411	61,377
Cash at bank	59,643	-	22,291	-	81,934	172,321
					130,345	233,698
Total	285,569	48,411	22,291	15,340	371,611	473,785
Parish Funds						
Unrestricted					285,569	367,289
Designated					48,411	61,377
Restricted					22,291	30,958
Endowment					15,340	14,161
					371,611	473,785

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Notes to the Financial Statements
For the Year ended 31st December 2023

Incoming Resources

	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2023	2022
Voluntary Income						
Planned Giving/family Purse	7,454	-	-	-	7,454	7,162
Standing Orders	24,377	-	-	-	24,377	23,492
Income Tax Recoverable	7,769	-	665	-	8,434	9,035
Collections (open plate)	2,223	-	-	-	2,223	1,515
Donations/Appeals etc	3,657	-	4,004	-	7,661	7,594
	<u>45,480</u>	<u>0</u>	<u>4,669</u>	<u>0</u>	<u>50,149</u>	<u>48,798</u>
Activities for Generating Funds						
Spring and Autumn Fetes	2,967	-	-	-	2,967	2,804
Sunday Coffee Mornings	608	-	-	-	608	427
Commemorative Mugs	15	-	-	-	15	15
Mobile Phone Mast	10,000	-	-	-	10,000	10,000
Coffee Stop	461	-	-	-	461	316
Produce Sale	-	-	-	-	0	3
	<u>14,051</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,051</u>	<u>14,051</u>
Income from Investments						
Dividends and Interest Included	3,112	1,740	1,017	-	5,869	3,380
Rental Income Doctors Surgery	21,000	-	-	-	21,000	21,000
Rental Income 47 Holmdale Rd	13,834	-	-	-	13,834	9,180
	<u>37,946</u>	<u>1,740</u>	<u>1,017</u>	<u>0</u>	<u>40,703</u>	<u>33,560</u>
Income from Church Activities						
Organist	-	-	-	-	0	80
Fees	1,201	-	-	-	1,201	330
	<u>1,201</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,201</u>	<u>410</u>
Other Incoming Resources						
Donation for Electrical work in the churchyard	-	-	1,000	-	1,000	0
Chislehurst Society donation for replacement churchyard bench	-	-	1,000	-	1,000	0
Donations for clock repairs	-	-	-	-	0	1,253
Donation for New Altar Frontal	-	-	847	-	847	0
Energy Support Grant	-	-	-	-	0	1,691
Quinquennial works VAT refund from LPOW grant scheme	19,084	-	-	-	19,084	0
Refund on Utilities	-	-	-	-	0	403
	<u>19,084</u>	<u>0</u>	<u>2,847</u>	<u>0</u>	<u>21,931</u>	<u>3,347</u>
Total Incoming Resources	<u>117,762</u>	<u>1,740</u>	<u>8,533</u>	<u>0</u>	<u>128,035</u>	<u>99,680</u>

	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2023	2022
Resources Expended						
Church Activities						
Home Missions	50	-	-	-	50	0
Secular Charities	0	-	4,276	-	4,276	4,738
Ministry: Parish Share	63,000	-	-	-	63,000	63,000
Ministry: Costs/ Expenses	2,045	-	-	-	2,045	1,936
Church Running/Maintenance	2,381	2,340	-	-	4,721	4,438
Upkeep of Services	712	-	-	-	712	662
New Altar Frontal	-	-	847	-	847	0
Churchyard Upkeep	4,152	-	1,903	-	6,055	6,089
Capella Roof Repairs	-	-	-	-	0	6,210
Tower Repairs QS survey	-	-	-	-	0	1,858
Printing and Stationery	1,180	-	-	-	1,180	989
Subscriptions	447	-	-	-	447	630
Other Parish Costs	900	-	-	-	900	900
Bank Charges	84	-	60	-	144	187
Council Tax	3,052	-	-	-	3,052	2,887
Water	292	-	-	-	292	257
Utilities	2,299	-	-	-	2,299	2,616
Insurance	5,205	-	-	-	5,205	5,883
Organist Fees and Choir	6,535	-	-	-	6,535	5,424
Music	120	-	-	-	120	120
	<u>92,457</u>	<u>2,340</u>	<u>7,086</u>	<u>0</u>	<u>101,882</u>	<u>108,824</u>
Fund Raising Costs						
Fetes/Events	335	-	-	-	335	150
Card Reader lease charges	162	-	-	-	162	162
Property Upkeep and Legal Fees	496	1,200	-	-	1,696	1,446
	<u>993</u>	<u>1,200</u>	<u>0</u>	<u>0</u>	<u>2,193</u>	<u>1,758</u>
Governance Costs						
Independent Examiner	275	-	-	-	275	250
	<u>275</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>275</u>	<u>250</u>
Quinquennial Repair Work						
Quinquennial Consultants fees	-	13,316	-	-	13,316	8,422
Quinquennial Main Contractors	103,518	-	10,204	-	113,722	57,911
	<u>103,518</u>	<u>13,316</u>	<u>10,204</u>	<u>0</u>	<u>127,038</u>	<u>66,333</u>
Total Resources Expended	<u>197,242</u>	<u>16,856</u>	<u>17,290</u>	<u>0</u>	<u>231,389</u>	<u>110,832</u>

Fixed Assets

	Freehold Land and Buildings		
Tangible Fixed Assets (unrestricted)	225,926	225,926	225,926

The freehold land and buildings comprise the Curate's house at 47 Holmdale Road, Chislehurst. For accounting purposes the property has been treated as an investment property, although it is not revalued annually. The property has been let to the same tenants since October 1981. The current valuation is the insurance valuation dated June 2015. Though the market valuation would undoubtedly be more, it has to be taken into account that selling a house with long term sitting tenants depresses the value of the property.

Investment Fixed Assets (Endowment Funds)

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares	2023	2022
Market Value - 1 January	13,369	15,215
Net gain/(Loss) on annual Revaluation	1,105	(1,846)
	14,474	13,369
Parish Trust Funds		
Market Value - 1 January	792	897
Net gain/(Loss) on annual Revaluation	74	(105)
	866	792
Total Investments	15,340	14,161

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares -Margaret Halmshaw Music Fund

Holdings at 31st December 2023 comprised 2,922.61 (2022: 2,922.61) shares with a mid market value of 144.75p (2022: 137.10p) in the Church of England Fixed Interest Securities Fund Income Shares and 453.14 (2022: 453.14) shares with a mid market value of 2260.53p (2022: 2066.14p) in the Church of England Investment Fund Income Shares.

Parish trust Funds are held by the Rochester D.S. and B.F. as custodian trustee. The PCC is responsible for the assets as managing trustee. The investment comprises Income Shares held in the White Grave CBF Investment Fund with a book cost of £512.34 and a market value of £866.24 (31.12.2022: £791.74)

The Endowment Fund is the Margaret Halmshaw Music Fund. The capital is held in CBF Income Shares, the dividends are transferred to a CBF deposit account where they earn further interest. The income is to be used for anything in the field of music within the church.

The Parish Trust Funds hold long term funds for the care of certain graves in the churchyard and therefore the annual income is treated as restricted.

Fund Movements	Donations Payable	Tower Fund	Restoration Fund	Music Fund	Designated Funds	Endowment Fund
Balance at the beginning of the year	701	1,637	24,747	3,873	61,377	14,161
Incoming Resources	1,220	-	-	-	2,150	-
Outgoing Resources	(701)	-	(10,204)	-	(16,856)	-
Investment Gain/(Loss)	-	52	466	499	1,740	1,179
Balance at the end of the year	1,220	1,689	15,009	4,372	48,411	15,340

Current Assets (Restricted)

The restricted funds comprise special collections and associated reclaimed gift aid, and the Tower Fund. All these funds are held in the general bank account in separate sub accounts or on deposit as separate funds with the Central Board of Finance of the Church of England. The Restoration Fund is held in a separate bank account and on deposit with the Central Board of Finance of the Church of England. The special collections are paid out as appropriate. The Tower Fund is for the maintenance of the bells. The Restoration fund is for the care and conservation of the fabric of the Church.

Breakdown of Restricted Funds	2,023	2022
Restoration Deposit account	15,009	14,543
Restoration Current account	-	10,204
Tower Fund	1,689	1,637
Margaret Halmshaw Deposit account	4,372	3,873
Tower fund donations not yet transferred to Deposit Account	290	-
Charity donations not yet paid out	930	701
	22,291	30,958

ACCOUNTING POLICIES

BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The Financial Statements have been prepared under the historical cost convention with the exception of investments which are recognised at market value and the Fixed Property which is currently valued at the 2015 insurance valuation. The Financial Statements have been prepared using the Receipts and Payment method.

FUNDS

Endowment Funds are funds in which the capital must be maintained. Income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted Funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year may be carried forward as a balance on the fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes.

Income from Investments: Rental Income from the letting of the investment property within the fixed assets (47 Holmdale Rd) and from Chislehurst Medical Practice are recognised when the rental is received.

INCOMING RESOURCES

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when received by the PCC.

Dividends are accounted for when the receivable interest is received. All other income is recognised when it is received.

All incoming resources are accounted for gross of any related expenditure, which is accounted for separately under resources expended.

£19,084.01 was received from the Listed Places of Worship (LPOW) Grant Scheme for repayment of VAT paid for main contractors and professional fees for Quinquennial works.

The Chislehurst Society gave a grant of £1,000 for the replacement and refurbishment of churchyard benches.

A donation of £846.54 was received from Mrs S Thorn for the purchase of a new altar frontal.

An anonymous donation of £1,000 was received towards the cost of electrical work in the churchyard.

RESOURCES EXPENDED

Grants and donations are accounted for when paid over.

The Diocesan parish share is accounted for when paid.

Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is recognised when it is paid and accounted for gross of VAT paid and any related income. VAT which is successfully reclaimed against expenditure is credited to expenditure when it is received.

Quinquennial repairs -phase 1 - commenced in October 2022 and were completed in 2023. £57,124.55 paid to the main contractor in 2023.

Quinquennial repairs -phase 2 - commenced in October 2023 and were completed in January 2024. £56,597.13 paid to the main contractor in 2023.

The Quinquennial works have been funded by £10,204 from the Restoration Current Account and a transfer to the current account of £104,000 withdrawn from the General Reserve Account.

Architects and Health and Safety Consultants fees of £13,316.40 for the Quinquennial works have been paid from the Rochester Church Repair - Designated - funds

The five year Electrical certificate and associated remedial work for the Church of £2,340 was paid from the Rochester Church Repair - Designated Funds

Ibbett Mosely were paid £1,200 for professional fees for the rent review on 47, Holmdale Road, this was paid from the Rochester Church House Repair - Designated - Fund

FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Fixed Assets acquired prior to 2000 have been fully written off, including those still in use, for which no purchase records exist.

The Freehold Land and Buildings are stated at the 2015 insurance valuation, and are treated as an investment property, within Fixed Assets.

Low value assets with a purchase price of £500 or less, are written off when the asset is acquired.

Investments are valued at market value at 31st December.

PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR 2024

May 2024

Administrative Information

The Church of the Annunciation of the Blessed Virgin Mary was built in 1870 and is situated in the busy High Street in Chislehurst. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church of the Annunciation, High Street, Chislehurst, BR7 5AQ.

The Parochial Church Council of the Ecclesiastical Parish of the Annunciation of the Blessed Virgin Mary Chislehurst is a charity registered with the Charity Commission in accordance with the Charities Act 2006 (Charity Number 1132138).

Objectives: We rejoice in our long history and heritage of the Catholic tradition of the Church of England, and a celebration of the Mass is offered most days and the Blessed Sacrament perpetually reserved. The Resolution under the Women Bishop's legislation has been passed, and the Church is under the pastoral care of the Bishop of Richborough, although following his retirement the Bishop of Fulham is currently performing this role. The incumbent is the Reverend Paul Farthing. We have an Honorary Assistant priest, Canon David Herbert and one Reader Emeritus, Miss Jennifer Smith.

The PCC also has maintenance responsibilities for the church building, the vicarage and the former curate's house at 47 Holmdale Road Chislehurst.

PCC Membership: Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year, the following served as members of the PCC:

Incumbent	The Reverend Paul Farthing
Churchwardens	Mr John Symes Mr Andrew Allen
Deanery Synod Representatives	Mr J Michael Owen
Elected Members	Mrs Anne Harrison (Treasurer) Mrs Paula Howard Miss Carole Poll Mrs Beverly Porter Mrs Sally Thorn Mr Michael Watson (PCC Secretary)

PCC Committees: The PCC operates through the Standing Committee which meets as and when the need arises. This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council.

Achievements and Performance

Church Attendance: There are 70 parishioners on the Church Electoral Roll, of whom 40 reside outside the parish.

Review of the Year: The church and its activities are mainly back to normal after the COVID pandemic. Some members of the congregation have not returned, but we have been pleased to be able to welcome some new families.

The PCC met eight times during the year.

We continue to provide a Parish website, now with the Church of England A Church Near You website at www.achurchnearyou.com/annunciation-chislehurst.

Canon Herbert has continued as editor of our monthly parish magazine which is produced in addition to the weekly pew-sheets. No charge is made for this, and the magazine continues to be well received and covers a wide range of topics.

The church has continued to give generously to charitable organisations both locally and overseas.

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

Working parties have undertaken church and churchyard cleaning, usually once a month, and the vicar and churchwardens are most grateful for the efforts of a small but dedicated number of parishioners. A coffee morning held once every week has proved popular, and has attracted many visitors into church.

Financial Review: A Summary of the Parish Accounts is attached to this report.

Future Plans and Concerns: We have to report the death of two long-standing member of our congregation, Mrs Barbara Stuart and Mrs Daphne Vickers.

Substantial repair work to the fabric of the building has been completed, but necessary repairs to the tower are still to be undertaken. A major fund-raising effort will be needed before this can proceed.

Reserves and Investment Policy: It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level that equates to approximately six months expenditure. This provides sufficient funds to cover management and administration and support costs and to respond to emergency applications for grants which arise from time to time. Unrestricted funds were maintained at this level throughout the year. It is our strategy to invest our funds balances with the CBF Church of England Deposit Fund.

Risk and Safeguarding Policy: A child protection policy is in place, and in compliance with the Criminal Records Bureau requirements for those working with young children and vulnerable adults, CRB clearance has been obtained. The PCC are committed to ensuring that our church and hall are safe places for all who use them, and the House of Bishops Safeguarding Policy has been formally adopted. All PCC members have received appropriate safeguarding training.

For more detailed information and guidance see the Parish Safeguarding Handbook, www.rochester.anglican.org and click on *safeguarding*.

Arrangements are in place for dealing with cash i.e. all money to be banked is placed in a wall safe and the money deposited in the bank each week. The church building complies with the Disability Discrimination Act. With reference to fire regulations, the extinguishers are regularly serviced and a Fire Risk Assessment has been completed.

Accounts

ANNUAL PAROCHIAL MEETING 2023

**To take place following the Parish Mass
Sunday 14 May 2023**

VICAR'S ANNUAL REPORT

May 2023

In you hearts sanctify Christ as Lord. Words from our Second reading this morning, Saint Peter writing to new Christians to encourage them in face of the difficulties they were encountering as they sought to live out their faith – words that also remind us that our first calling as Christians is to live according to the same pattern of holiness revealed in Jesus Christ, who as Peter goes on to remind his readers, suffered for our sins once and for all in order to bring us to God. Whatever else we do as a church, no matter how important, must serve that goal of nurturing us in holiness that we might bring men and women to God.

Fortunately 2022 was the year some aspects of that became easier as the remaining COVID restrictions were lifted and parish life returned to something close to pre-pandemic normal. Although numbers were not quite what they were before the first lockdown, they continued to improved. Easter attendance went from zero in 2020 to 59 in 2021 and 104 in 2022 (and in fact was better in 2023 than any year since 20217); while Christmas numbers improved from 74 in 2020 to 85 in 2021 and 160 in 2022.

While ordinary Sunday-by-Sunday numbers have not shown the same level of increase they have nevertheless become more stable and most Sundays hover between 40 and 50 at the two Masses combined, down but above average for the Church of England as a whole. It has also been good to see our families with children back in church on a more regular basis. That being said there are still those yet to rejoin us, an experience common across the Church of England, figures suggesting that nationally attendance is down around 20% compared with pre-pandemic figures.

The chalice was restored on Advent Sunday, later than in some parishes but earlier than in others where it has yet to be restored, but it is clear that many in the congregation still feel more comfortable receiving in one kind only, and that the COVID restrictions may have brought about a permanent change in attitudes to the Common Cup, so it will be a while before we return to administration at the altar rail if we are to avoid confusion as some receive in both kinds and others only the Host.

Mass continued to be celebrated daily save for a hiatus following Father David's hospitalisation in September, but it is now clear that the pattern of weekday attendance has changed significantly since before the pandemic, with the two evening Masses now the best attended as opposed to Wednesday and Saturday pre-lockdown.

One area where things are not yet back to pre-COVID figures in occasional offices. While 2022 did see five baptisms (some originally planned for 2020!) we had no weddings and only three funerals, although one was that of the much-loved figure of Joan Bickel. Our social events also benefited from the return to normal life. Our Spring and Autumn fairs and September Gift Day were all among the most successful in recent years. Many thanks to those who helped make them possible.

Of course it is not possible to talk about 2022 without recalling both the late Queen's Platinum Jubilee celebration in June, and her sad death three months later. Both events were appropriately marked by well-attended special services, even though the latter occurred while I was away in Canada and took some coordinating!

I should also mention the weekly Thursday Coffee Stop which has gone from strength to strength, providing the chance for a warm drink and a friendly chat, and also an opportunity to open the building to visitors. In fact I suspect the success of Thursday morning coffee is partly responsible for the lower attendance at the Wednesday morning Mass, but it is good to see people in the church who might not otherwise visit. We did resume Summer Saturday open church, but volunteers to support that were few, and most weeks it relied on my availability or Michael Watson's.

Financially 2022 was a difficult year to evaluate. We had hoped that the long-running renegotiation of the surgery land rent might have been completed, but sadly the doctors have continued to drag their feet and we have decided to send the matter to arbitration. But eventually we expect a significant increase in rent and a large back payment. On the other hand we did receive confirmation that – contrary to what was widely believed – the lease on the tower for the non-existent phone mast will continue for another thirteen years, bringing in a not insignificant £10,000 per annum.

We also, of course, finally began the major schedule of building works we have known were needed for almost as long as I have been here. Fortunately we have reserves to cover the cost, but there are more works identified in the quinquennial report yet to come. And that does not include the recently identified need for repairs to the tower which could cost as much as half-a-million pounds. John and Andrew have detailed this in the fabric report, so I shall not say more. But I do want to record my particular thanks to John who has brought to all of these issues both the practical knowledge and the sheer tenacity to push forward matters which have eluded us for a long time.

In the light of all this the deficit on the ordinary operating account for the year of more-or-less £10,000, which concerning, is not as bad as it might have been, although it remains the case that The Annunciation would not be viable if we relied on voluntary giving alone, which covers only about a half of what we need to maintain our presence and ministry in this place. As always please review your giving and ensure it is realistic, even though I know the current cost-of-living crisis is making life difficult for everyone.

Lastly as always I need to say something about safeguarding. I am happy to report we have had no incidents of concern in the congregation, but the care of children and vulnerable adults is a shared responsibility; and I need to remind churchwardens and PCC members of the need for a criminal records check and appropriate training. I know it can be tiresome, but it is not a topic that will go away if we don't think about it, and I will be arranging appropriate further training in the course of the year as mandated by the diocese.

On a personal note, I have now been your parish priest for ten years – ten years not without their challenges. If you think back to the first few years, I found myself conducting funeral after funeral for those who had been long-standing members of the congregation, too many to name now, and I find myself looking at empty places in the pews or passing houses on the street and thinking, so and so used to sit there or live there, on one occasion going to visit a young family about a baptism only to realise I had previously visited the same house regularly to take Communion to one of our housebound parishioners.

And just when things began to pick up, particularly our work with children thanks to our joint engagement of Kim Curle as family worker with Saint George's, COVID came along and knocked a lot of what we had achieved back to square one. But there are encouraging signs that things are moving forward again. Pray that they will continue.

As always I am grateful to all of you who do so much to support our mission and ministry, as church officers, musicians, servers, greeters and cleaners, and of course to Father David, as well as to those who simply support us by their faithful attendance at Mass and by their prayers. For it is in the daily round of prayer and worship that we sanctify Christ in our hearts as Lord, and so are brought closer to God, to whom be the glory to all generations forever and ever. Amen.

Father Paul Farthing SSC, Vicar

DIRECTOR OF MUSIC'S REPORT

May 2023

Our music provision has bounced back as the COVID pandemic has receded and I am pleased to report that 'normal service has been resumed'.

As well as supporting congregational singing during services, the choir and its solo singers continue to present anthems and postludes as part of a varied musical offering, with participation from visiting singers in some services. We have introduced several new items of repertoire during the year.

Choir recruitment remains a challenge and we are always interested in hearing from potential new members. That said, I continue to be very appreciative of what we achieve given our limited numbers!

I warmly thank Carole Poll and Ted Handley for their continuing support, and all members of their choir for their generosity in giving their time and musical contributions.

*Ian Clethero
Director of Music*

PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR 2023

May 2023

Administrative Information

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The PCC also has maintenance responsibilities for the church building, the vicarage and the former curate's house at 47 Holmdale Road Chislehurst.

PCC Membership: Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year, the following served as members of the PCC:

Incumbent	The Reverend Paul Farthing
Churchwardens	Mr John Symes Mr Andrew Allen
Deanery Synod Representatives	Mr J Michael Owen Mrs Paula Howard
Elected Members	Mrs Anne Harrison (Treasurer) Miss Carole Poll Mrs Beverly Porter Mrs Sally Thorn

Mr Michael Watson (PCC Secretary)

PCC Committees: The PCC operates through the Standing Committee which meets as and when the need arises. This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council.

Achievements and Performance

Church Attendance: There are 76 parishioners on the Church Electoral Roll, of whom 43 reside outside the parish.

Review of the Year: The church and its activities are still attempting to get back to normal after the COVID pandemic. Some members of the congregation have not returned, but we have been pleased to be able to welcome some new families.

The PCC met seven times during the year.

We continue to provide a Parish website at <http://annunciationchislehurst.org>.

Canon Herbert has continued as editor of our monthly parish magazine which is produced in addition to the weekly pew-sheets. No charge is made for this, and the magazine continues to be well received and covers a wide range of topics.

The church has continued to give generously to charitable organisations both locally and overseas.

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

Working parties have undertaken church and churchyard cleaning, usually once a month, and the vicar and churchwardens are most grateful for the efforts of a small but dedicated number of parishioners. A coffee morning held once every week has proved popular, and has attracted many visitors into church.

Financial Review: A Summary of the Parish Accounts is attached to this report.

Future Plans and Concerns: We have to report the death of one long-standing member of our congregation, Mrs Joan Bickel.

Substantial repair work to the fabric of the building has been undertaken, but there is much still to do, including repairs to the tower. A major fund-raising effort will be needed before this can proceed.

Reserves and Investment Policy: It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level that equates to approximately six months expenditure. This provides sufficient funds to cover management and administration and support costs and to respond to emergency applications for grants which arise from time to time. Unrestricted funds were maintained at this level throughout the year. It is our strategy to invest our funds balances with the CBF Church of England Deposit Fund.

Risk and Safeguarding Policy: A child protection policy is in place, and in compliance with the Criminal Records Bureau requirements for those working with young children and vulnerable adults, CRB clearance has been obtained. The PCC are committed to ensuring that our church and hall are safe places for all who use them, and the House of Bishops Safeguarding Policy has been formally adopted. All PCC members have received appropriate safeguarding training.

For more detailed information and guidance see the Parish Safeguarding Handbook, <https://www.rochester.anglican.org> and click on safeguarding.

Arrangements are in place for dealing with cash i.e. all money to be banked is placed in a wall safe and the money deposited in the bank each week. The church building complies with the Disability Discrimination Act. With reference to fire regulations, the extinguishers are regularly serviced and a Fire Risk Assessment has been completed.

CHURCHWARDENS' REPORT ON BUILDINGS & FABRIC

May 2023

2022 can be summed up in one word, frustration! As was reported at the 2022 APCM we are catching up on works required for the church building identified as long ago as 2016. Obtaining the necessary surveyors reports, contractor quotations, approvals etc. took a very long time in 2022. Contractors were appointed, a schedule agreed and then contractors advised that there would be a further £11,000 needed, as their newly appointed in house H & S manager had decreed that the method of working, upon which the quotation had been based, was not acceptable.

The effect of this was whereas it was planned to do work on all four elevations, only the work planned for the south elevation was actioned. The contractors were 4 weeks late starting than was scheduled, the weather deteriorated, thus halting works, so completion was approximately 10 weeks later than was originally planned. Although anticipated, there were extra works necessary, it being found that the mountings of the bell above the Lady Chapel had corroded to the extent of being near non-existence, thus requiring replacement. There were some slight savings elsewhere but equally in other areas the required work was more extensive and thus more costly.

Finance is an issue for nobody has come forward to assist with the time consuming task of trying to obtain financial assistance from different charities. Very many thanks to Anne Harrison who has worked tirelessly to successfully apply for the return of monies paid in respect of VAT for the works carried out. This should enable us to now get the works deemed necessary on the north and east elevations to be carried out. It has been agreed that works on the west elevation can reasonably be delayed for perhaps approximately 2 years.

The tower is a challenge, an initial survey suggests that we need work to be carried out at a cost of £500,000. Although it is anticipated that economies can be made, reality is, that while we may be able to afford £5,000, we simply have not got the financial resources for this project. The flagpole, in place since the construction of the tower in the 1930's, has significant "shakes" and decay such that it is condemned, preventing the flying of flags.

The roof of the Capella has now been repaired following the theft of lead in 2021 and a substitute material used, so we are hopeful that this will prevent further such incidents which have generally reoccurred every 2 to 3 years.

A very small group of folk clean the church on a monthly basis so grateful thanks to them and if anyone else can help then you are welcomed to join in!

Maintenance cost ever increase and while every effort is made to minimise costs, reality is that if the heating system fails, it has to be repaired. When an unknown drives a vehicle through a perimeter fence, it has to be repaired. That it probably did more damage to their car is scant compensation for the expense incurred, minimised by the use of volunteer labour, for the fence to be repaired. The grounds are satisfactorily maintained thanks to the efforts of our contractor and a very small group of volunteers..

There are two other properties to be maintained. The former curates house is rented out on the open market, the tenants have been resident since 1986 which results in them having a "protected tenancy". Undoubtedly, in the past, the Annunciation has received poor professional advice and the property has been mis-managed for very many years. As of the end of 2022, following three years of effort, there is confidence that this situation will be improved to the benefit of The Annunciation.

The situation with Chislehurst Medical Practice continues to be one of frustration. There is a ground lease agreement in place, but with the full terms of that lease not yet enforced the Annunciation are significantly disadvantaged in respect of the financial benefit that this facility should be providing to the Annunciation.

In summary there are maintenance issues to be addressed to ensure the future of the Annunciation but these issues require financing and such is a challenge.

*Andrew Allen & John Symes
28 April 2023*

ACCOUNTING POLICIES

BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The Financial Statements have been prepared under the historical cost convention with the exception of investments which are recognised at market value. The Financial Statements have been prepared using the Receipts and Payment method.

FUNDS

Endowment Funds are funds in which the capital must be maintained. Income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted Funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year may be carried forward as a balance on the fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes.

Income from Investments: Rental Income from the letting of the investment property within the fixed assets (47 Holmdale Rd) and from Chislehurst Medical Practice are recognised when the rental is received.

INCOMING RESOURCES

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when received by the PCC.

Dividends are accounted for when the receivable interest is received. All other income is recognised when it is received.

All incoming resources are accounted for gross of any related expenditure, which is accounted for separately under resources expended.

The final anonymous donation of £1,253 was received towards the repair and upgrade of the Tower clock which was completed in 2021.

An energy support grant of £1,691 was received from Rochester Diocese towards increased energy costs for the Church.

RESOURCES EXPENDED

Grants and donations are accounted for when paid over.

The Diocesan parish share is generally accounted for when paid. (In 2020 due to concern over the effect of Covid 19 on income, Parish Share payments were reduced, and £15,832 was owed at year end. This was paid in January 2021.)

Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is generally recognised when it is paid and accounted for gross of VAT paid and any related income. VAT which is successfully reclaimed against expenditure is credited to expenditure when it is received.

The work repairing the Capella roof after lead was stolen from the roof was completed in 2022 at a cost of £6,210.

£3,416 of the repairs to the roof were met by an insurance settlement received in 2021.

Quinquennial repairs -phase 1 - commenced in October 2022. £57,911 has so far been paid to the main contractor, this has been funded by a withdrawal of £65,000 from the Restoration Deposit. The work will be completed in 2023 and funded by withdrawals from the General Reserve.

Architects and Health and Safety Consultants fees of £8,422 have been paid from the Rochester Church Repair - Designated - funds £1,858 was paid for a quantity surveyors report on repairs needed to the Tower. This was funded by a transfer from the Tower Fund.

FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Fixed Assets acquired prior to 2000 have been fully written off, including those still in use, for which no purchase records exist.

The Freehold Land and Buildings are stated at the 2015 insurance valuation, and are treated as an investment property, within Fixed Assets.

Low value assets with a purchase price of £500 or less, are written off when the asset is acquired.

Investments are valued at market value at 31st December.

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Statement of Financial Activities
For the Year ended 31st December 2022

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	
					2022	2021
Incoming Resources						
Voluntary Income	44,570	-	4,228	-	48,798	50,006
Activities for generating Funds	13,565	-	0	-	13,565	12,339
Income from Investments	31,959	307	1,294	-	33,560	30,836
Income from Church Activities	410	-	0	-	410	700
Other Incoming Resources	2,094	-	1,253	-	3,347	12,543
Total Incoming Resources	92,598	307	6,775	0	99,680	106,424
Resources Expended						
Church activities	100,226	8,422	66,509	-	175,157	120,428
Fund Raising Costs	1,778	-	-	-	1,778	1,017
Governance Costs	250	-	-	-	250	-
Total Resources Expended	102,254	8,422	66,509	0	177,185	121,445
Net Incoming/Outgoing Resources before other Recognised Gains and Losses						
Gains and Losses	(9,657)	(8,115)	(59,734)	-	(77,505)	(15,021)
Gain/(Loss) on Investment Assets on Revaluation	-	-	-	(1,951)	(1,951)	1,086
Net Movement in Funds	(9,657)	(8,115)	(59,734)	(1,951)	(79,456)	(13,935)
Transfer between Funds	(3,024)	2,150	874	-	0	-
Balance b/fwd 1 January 2021	379,970	67,342	89,817	16,112	553,241	567,176
Balance c/fwd 31 December 2022	367,289	61,377	30,957	14,161	473,785	553,241
Fixed Assets						
Tangible Fixed Assets	225,926	-	-	-	225,926	225,926
Investments	-	-	-	14,161	14,161	16,112
					240,087	242,038
Current Assets						
Short Term Deposits	-	61,377	-	-	61,377	67,342
Cash at bank	141,363	-	30,958	-	172,321	243,861
					233,698	311,203
Total	367,289	61,377	30,958	14,161	473,785	553,241
Parish Funds						
Unrestricted					367,289	379,970
Designated					61,377	67,342
Restricted					30,958	89,817
Endowment					14,161	16,112
					473,785	553,241

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Notes to the Financial Statements
For the Year ended 31st December 2022

Incoming Resources	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2022	2021
Voluntary Income						
Planned Giving/family Purse	7,162	-	-	-	7,162	8,170
Standing Orders	23,492	-	-	-	23,492	22,873
Income Tax Recoverable	8,153	-	882	-	9,035	9,208
Collections (open plate)	1,515	-	-	-	1,515	2,435
Donations/Appeals etc	4,248	-	3,346	-	7,594	6,407
Legacies	0	-	-	-	0	200
Collections - Other -150+1 lunch	0	-	-	-	0	713
	<u>44,570</u>	<u>0</u>	<u>4,228</u>	<u>0</u>	<u>48,798</u>	<u>50,006</u>
Activities for Generating Funds						
Spring and Autumn Fetes	2,804	-	-	-	2,804	1,084
Sunday Coffee Mornings	427	-	-	-	427	105
Organ Recital	0	-	-	-	0	209
Bromley Boys Singers	0	-	-	-	0	340
Commemorative Mugs	15	-	-	-	15	188
Church Magazine	0	-	-	-	0	170
Mobile Phone Mast	10,000	-	-	-	10,000	10,000
Coffee Stop	316	-	-	-	316	185
Produce Sale	3	-	-	-	3	58
	<u>13,565</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,565</u>	<u>12,339</u>
Income from Investments						
Dividends and Interest Included	1,779	307	1,294	-	3,380	656
Rental Income Doctors Surgery	21,000	-	-	-	21,000	21,000
Rental Income 47 Holmdale Rd	9,180	-	-	-	9,180	9,180
	<u>31,959</u>	<u>307</u>	<u>1,294</u>	<u>0</u>	<u>33,560</u>	<u>30,836</u>
Income from Church Activities						
Book Stall	0	-	-	-	0	0
Organist	80	-	-	-	80	0
Fees	330	-	-	-	330	700
	<u>410</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>410</u>	<u>700</u>
Other Incoming Resources						
Insurance Claim	0	-	-	-	0	3,416
Grant/donations for clock repairs	0	-	1,253	-	1,253	8,506
Energy Support Grant	1,691	-	-	-	1,691	-
St Mary Hall Contribution for fire extinguisher ser	0	-	-	-	0	-
Manning and Anderton contribution to churchyar	0	-	-	-	0	576
Refund on Utilities	403	-	-	-	403	45
	<u>2,094</u>	<u>0</u>	<u>1,253</u>	<u>0</u>	<u>3,347</u>	<u>12,543</u>
Total Incoming Resources	<u>92,598</u>	<u>307</u>	<u>6,775</u>	<u>0</u>	<u>99,680</u>	<u>106,424</u>

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	
					2022	2021

Resources Expended**Church Activities**

Home Missions	0	-	-	-	0	20
Secular Charities	0	-	4,738	-	4,738	3,797
Ministry: Parish Share	63,000	-	-	-	63,000	75,832
Ministry: Costs/ Expenses	1,936	-	-	-	1,936	1,946
Church Running/Maintenance	4,438	-	-	-	4,438	2,102
Fees (DBF portion of fees in prior year)	0	-	-	-	0	178
Upkeep of Services	662	-	-	-	662	733
Churchyard Upkeep	4,169	-	1,920	-	6,089	5,034
Clock Repair	-	-	-	-	0	9,548
Capella Roof Repairs	6,210	-	-	-	6,210	0
Quinquennial Consultants fees	-	8,422	-	-	8,422	0
Quinquennial Main Contractor	-	-	57,911	-	57,911	0
Tower Repairs QS survey	-	-	1,858	-	1,858	0
New Votive Candle Stand	0	-	-	-	0	598
Anniversary lunch - caterer	0	-	-	-	0	864
Printing and Stationery	989	-	-	-	989	774
Subscriptions	630	-	-	-	630	410
Other Parish Costs	900	-	-	-	900	900
Bank Charges	105	-	82	-	187	206
Council Tax	2,887	-	-	-	2,887	2,803
Water	257	-	-	-	257	585
Utilities	2,616	-	-	-	2,616	3,877
Insurance	5,883	-	-	-	5,883	5,633
Organist Fees and Choir	5,424	-	-	-	5,424	4,368
Music	120	-	-	-	120	220
	<u>100,226</u>	<u>8,422</u>	<u>66,509</u>	<u>0</u>	<u>175,157</u>	<u>120,428</u>

Fund Raising Costs

Commemorative Mugs	0	-	-	-	0	0
Fetes/Events	150	-	-	-	150	228
Card Reader lease charges	162	-	-	-	162	149
Property Upkeep and Legal Fees	1,466	-	-	-	1,466	640
	<u>1,778</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,778</u>	<u>1,017</u>

Governance Costs

Independent Examiner	250	-	-	-	250	0
	<u>250</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>250</u>	<u>0</u>

Total Resources Expended

	<u>102,254</u>	<u>8,422</u>	<u>66,509</u>	<u>0</u>	<u>177,185</u>	<u>121,445</u>
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Fixed Assets

	Freehold		
	Land and		
	Buildings		
Tangible Fixed Assets (unrestricted)	225,926	225,926	225,926

The freehold land and buildings comprise the Curate's house at 47 Holmdale Road, Chislehurst. For accounting purposes the property has been treated as an investment property.

The property has been let to the same tenants since October 1981. The current valuation is the insurance valuation dated June 2015. Though the market valuation would undoubtedly be more, it has to be taken into account that selling a house with long term sitting tenants depresses the value of the property.

Investment Fixed Assets (Endowment Funds)

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares		
Market Value - 1 January	15,215	14,241
Net gain/(Loss) on annual Revaluation	(1,845)	974
	13,369	15,215
Parish Trust Funds		
Market Value - 1 January	897	785
Net gain/(Loss) on annual Revaluation	(106)	112
	792	897
Total Investments	14,161	16,112

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares -Margaret Halmshaw Music Fund

Holdings at 31st December 2022 comprised 2,922.61 (2021: 2,922.61) shares with a mid market value of 137.10p (2021: 157.99p) in the Church of England Fixed Interest Securities Fund Income Shares and 453.14 (2021: 453.14) shares with a mid market value of 2066.14p (2021: 2338.67p) in the Church of England Investment Fund Income Shares.

Parish trust Funds are held by the Rochester D.S. and B.F. as custodian trustee. The PCC is responsible for the assets as managing trustee. The investment comprises Income Shares held in the White Grave CBF Investment Fund with a book cost of £512.34 and a market value of £791.74 (31.12.2021: £897.38)

The Endowment Fund is the Margaret Halmshaw Music Fund. The capital is held in CBF Income Shares, the dividends are transferred to a CBF deposit account where they earn further interest. The income is to be used for anything in the field of music within the church.

The Parish Trust Funds hold long term funds for the care of certain graves in the churchyard and therefore the annual income is treated as restricted.

Fund Movements

	Tower Fund	Restoration Fund	Music Fund	Designated Funds	Endowment Fund
Balance at the beginning of the year	3,085	82,591	3,431	67,342	16,112
Incoming Resources	373	1,253	-	2,150	-
Outgoing Resources	1,858	59,912	-	8,422	-
Investment Gain/(Loss)	37	815	442	307	(1,951)
Balance at the end of the year	1,637	24,747	3,873	61,377	14,161

Current Assets (Restricted)

The restricted funds comprise special collections and associated reclaimed gift aid, and the Tower Fund. All these funds are held in the general bank account in separate sub accounts or on deposit as separate funds with the Central Board of Finance of the Church of England. The Restoration Fund is held in a separate bank account and on deposit with the Central Board of Finance of the Church of England. The special collections are paid out as appropriate. The Tower Fund is for the maintenance of the bells. The Restoration fund is for the care and conservation of the fabric of the Church.

Breakdown of Restricted Funds

Restoration Deposit account	14,543
Restoration Current account	10,204
Tower Fund	1,637
Margaret Halmshaw Deposit account	3,873
2022 Charity donations not yet paid out	701
	<u>30,958</u>



Section A

Independent Examiner's Report

Report to the trustees/ members of

The Parochial Church Council of the Ecclesiastical Parish of the Annunciation Of the Blessed Virgin Mary Chislehurst

On accounts for the year ended

31st December 2022

Charity no (if any)

1132138

Set out on pages

1 - 5

include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Ingrid Cawood

Date:

21/04/2023

Name:

Ingrid Cawood

Relevant professional qualification(s) or body (if any):

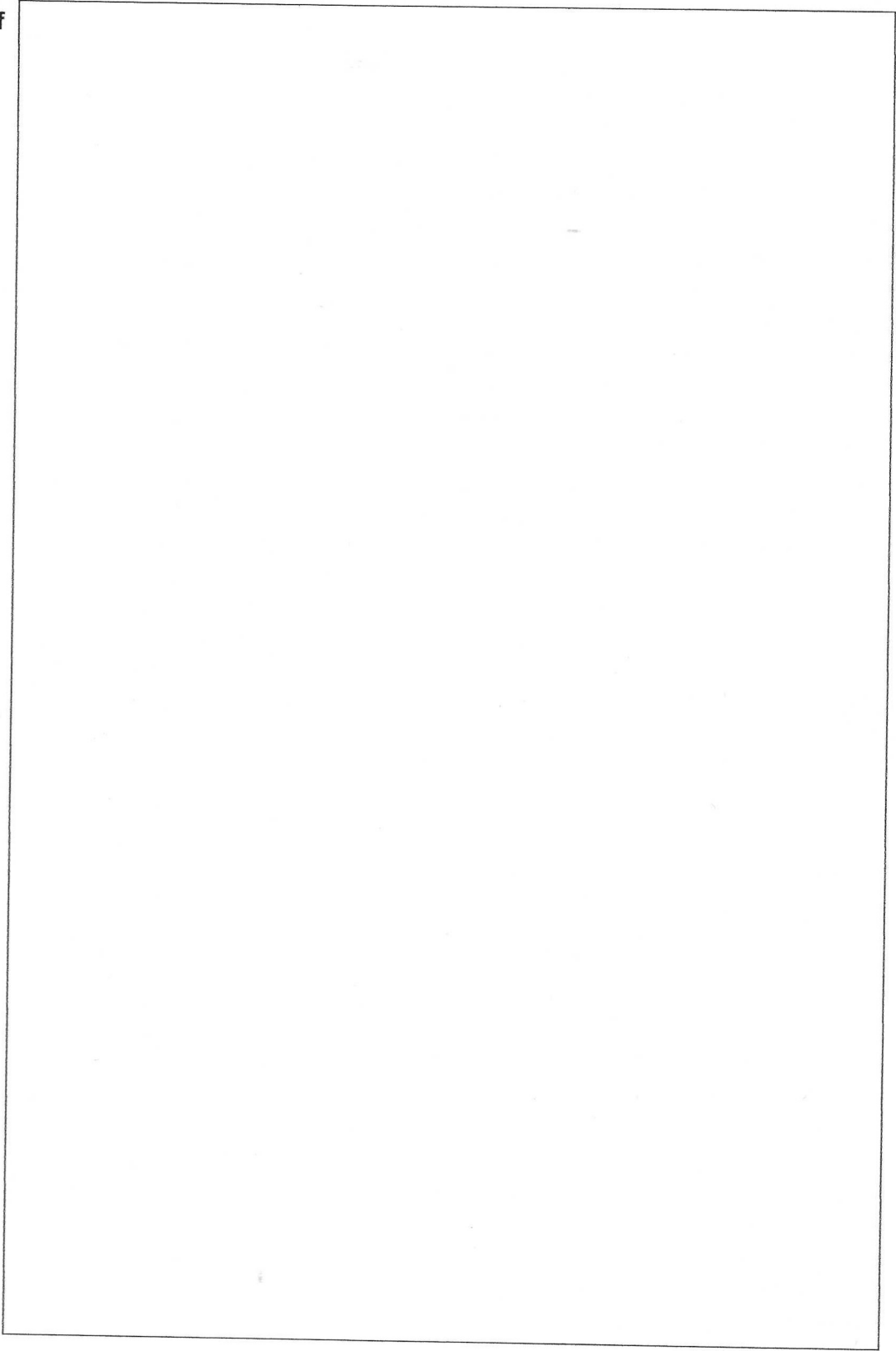
CA(SA) | SAICA

Address:

6 Adelaide Road
Chislehurst, Kent
BR76BB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



Accounts



Section A

Independent Examiner's Report

Report to the trustees/ members of

The Parochial Church Council of the Ecclesiastical Parish of the Annunciation Of the Blessed Virgin Mary Chislehurst

On accounts for the year ended

31st December 2021

Charity no (if any)

1132138

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

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- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Ingrid Cawood

Date:

1 April 2022

Name:

Ingrid Cawood

Relevant professional qualification(s) or body (if any):

CA(SA)

membership no. 04871942

Address:

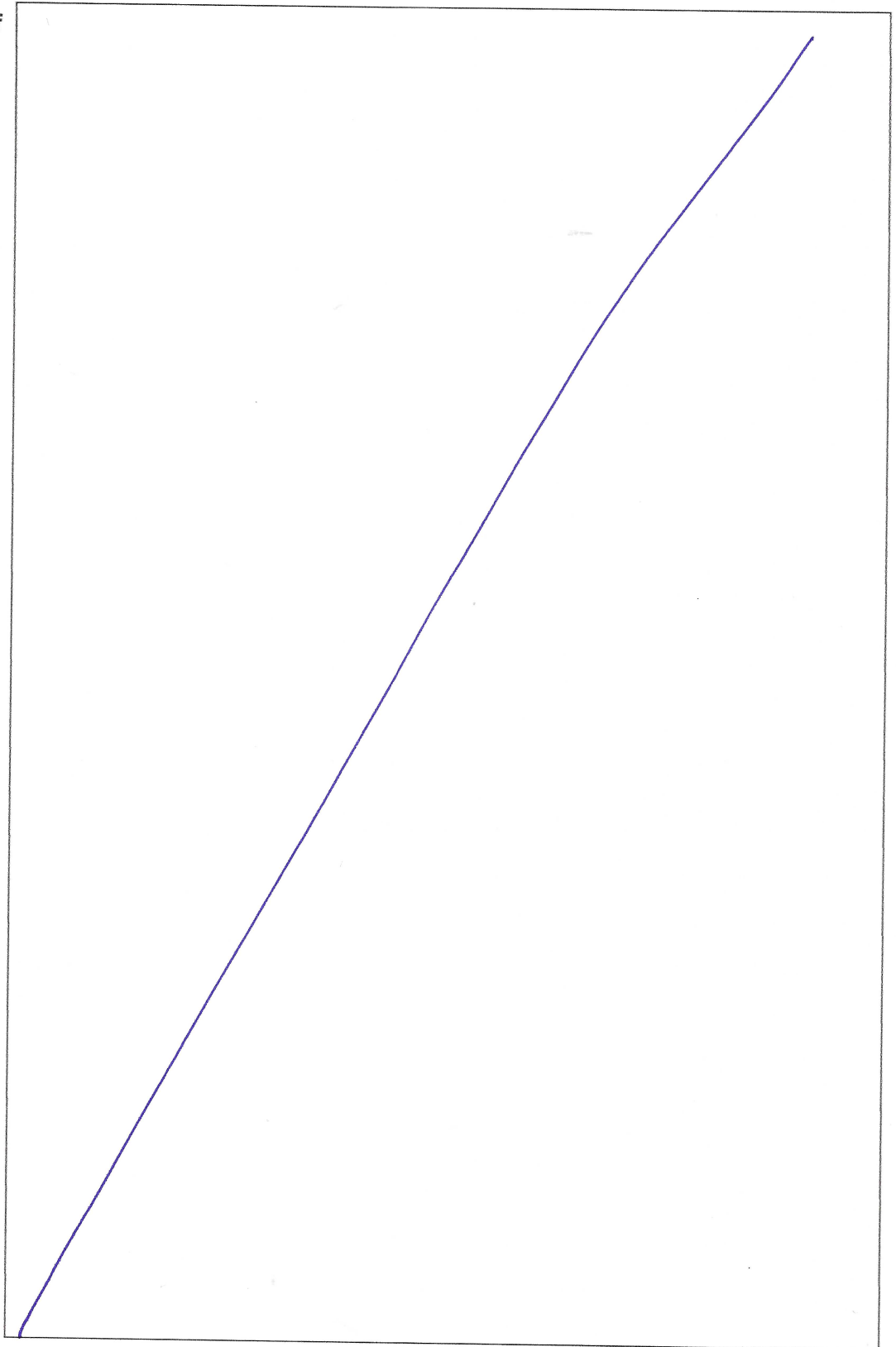
6 Adelaide Road

Chislehurst

BR7 6BB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Statement of Financial Activities
For the Year ended 31st December 2021

	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2021	2020
Incoming Resources						
Voluntary Income	46,504	-	3,502	-	50,006	49,113
Activities for generating Funds	12,339	-	0	-	12,339	11,040
Income from Investments	30,231	115	490	-	30,836	31,815
Income from Church Activities	700	-	0	-	700	820
Other Incoming Resources	4,037	-	8,506	-	12,543	212
Total Incoming Resources	93,811	115	12,498	0	106,424	93,000
Resources Expended						
Church activities	106,986	-	13,442	-	120,428	81,900
Fund Raising Costs	1,017	-	-	-	1,017	1,049
Governance Costs	0	-	-	-	-	250
Total resources Expended	108,003	0	13,442	0	121,445	83,199
Net Incoming/Outgoing Resources before other Recognised Gains and Losses						
Gain/(Loss) on Investment Assets on Revaluation	(14,192)	115	(944)	-	(15,021)	9,801
	-	-	-	1,086	1,086	816
Net Movement in Funds	(14,192)	115	(944)	1,086	(13,935)	10,617
Transfer between Funds	(3,156)	2,150	1,006	-	-	-
Balance b/fwd 1 January 2021	397,318	65,077	89,755	15,026	567,176	556,559
Balance c/fwd 31 December 2021	379,970	67,342	89,817	16,112	553,241	567,176
Fixed Assets						
Tangible Fixed Assets	225,926	-	-	-	225,926	225,926
Investments	-	-	-	16,112	16,112	15,026
					242,038	240,952
Current Assets						
Short Term Deposits	-	67,342	-	-	67,342	65,077
Cash at bank	154,044	-	89,817	-	243,861	261,147
					311,203	326,224
Total	379,970	67,342	89,817	16,112	553,241	567,176
Parish Funds						
Unrestricted					379,970	397,318
Designated					67,342	65,077
Restricted					89,817	89,755
Endowment					16,112	15,026
					553,241	567,176

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst
Notes to the Financial Statements
For the Year ended 31st December 2021

Incoming Resources	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2021	2020
Voluntary Income						
Planned Giving/family Purse	8,170	-	-	-	8,170	11,326
Standing Orders	22,873	-	-	-	22,873	16,490
Income Tax Recoverable	8,645	-	563	-	9,208	8,752
Collections (open plate)	2,435	-	-	-	2,435	2,434
Donations/Appeals etc	3,468	-	2,939	-	6,407	7,489
Legacies	200	-	-	-	200	0
Collections - Other -150+1 lunch	713	-	-	-	713	2,622
	<u>46,504</u>	<u>0</u>	<u>3,502</u>	<u>0</u>	<u>50,006</u>	<u>49,113</u>
Activities for Generating Funds						
Spring and Autumn Fetes	1,084	-	-	-	1,084	295
Sunday Coffee Mornings	105	-	-	-	105	63
Organ Recital	209	-	-	-	209	0
Bromley Boys Singers	340	-	-	-	340	0
Commemorative Mugs	188	-	-	-	188	353
Church Magazine	170	-	-	-	170	115
Mobile Phone Mast	10,000	-	-	-	10,000	10,000
Coffee Stop	185	-	-	-	185	136
Produce Sale	58	-	-	-	58	79
	<u>12,339</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,339</u>	<u>11,040</u>
Income from Investments						
Dividends and Interest Included	51	115	490	0	656	1,635
Rental Income Doctors Surgery	21,000	-	-	-	21,000	21,000
Rental Income 47 Holmdale Rd	9,180	-	-	-	9,180	9,180
	<u>30,231</u>	<u>115</u>	<u>490</u>	<u>0</u>	<u>30,836</u>	<u>31,815</u>
Income from Church Activities						
Book Stall	0	-	-	-	0	31
Organist	0	-	-	-	0	80
Fees	700	-	-	-	700	709
	<u>700</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>700</u>	<u>820</u>
Other Incoming Resources						
Insurance Claim	3,416	-	-	-	3,416	0
Grant/donations for clock repairs	0	-	8,506	-	8,506	0
St Mary Hall Contribution for fire extinguisher sen	0	-	-	-	-	138
Manning and Anderton contribution to churchyard	576	-	-	-	576	0
Refund on Utilities	45	-	-	-	45	74
	<u>4,037</u>	<u>0</u>	<u>8,506</u>	<u>0</u>	<u>12,543</u>	<u>212</u>
Total Incoming Resources	<u>93,811</u>	<u>115</u>	<u>12,498</u>	<u>0</u>	<u>106,424</u>	<u>93,000</u>

	Unrestricted	Designated	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	Funds	2021	2020
Resources Expended						
Church Activities						
Home Missions	20	-	-	-	20	265
Secular Charities	0	-	3,797	-	3,797	2,724
Ministry: Parish Share	75,832	-	-	-	75,832	47,489
Ministry: Costs/ Expenses	1,946	-	-	-	1,946	2,042
Church Running/Maintenance	2,102	-	-	-	2,102	6,153
Fees (DBF portion of fees in prior year)	178	-	-	-	178	0
Upkeep of Services	733	-	-	-	733	669
Churchyard Upkeep	5,034	-	-	-	5,034	1,976
Clock Repair	0	-	9,548	-	9,548	0
New Votive Candle Stand	598	-	-	-	598	0
Anniversary lunch - caterer	864	-	-	-	864	0
Printing and Stationery	774	-	-	-	774	985
Subscriptions	410	-	-	-	410	267
Other Parish Costs	900	-	-	-	900	900
Bank Charges	110	-	96	-	206	120
Council Tax	2,803	-	-	-	2,803	2,651
Water	585	-	-	-	585	560
Utilities	3,877	-	-	-	3,877	5,245
Insurance	5,633	-	-	-	5,633	5,602
Organist Fees and Choir	4,368	-	-	-	4,368	4,252
Music	220	-	-	-	220	0
	<u>106,986</u>	<u>0</u>	<u>13,442</u>	<u>0</u>	<u>120,428</u>	<u>81,900</u>
Fund Raising Costs						
Commemorative Mugs	0	-	-	-	0	744
Fetes/Events	228	-	-	-	228	0
Card Reader lease charges	149	-	-	-	149	0
Property Upkeep and Legal Fees	640	-	-	-	640	305
	<u>1,017</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,017</u>	<u>1,049</u>
Governance Costs						
Independent Examiner	0	-	-	-	0	250
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>250</u>
Total Resources Expended	<u>108,003</u>	<u>0</u>	<u>13,442</u>	<u>0</u>	<u>121,445</u>	<u>83,199</u>

Fixed Assets

Tangible Fixed Assets (unrestricted) at Current Valuation	Freehold Land and Buildings		
		225,926	225,926
			225,926

The freehold land and buildings comprise the Curate's house at 47 Holmdale Road, Chislehurst. For accounting purposes the property has been treated as an investment property. There is no hope of a Curate at present because of Diocesan policy and the property has been let to the same tenants since October 1981. The current valuation is the insurance valuation dated June 2015. Though the market valuation would undoubtedly be more, it has to be taken into account that selling a house with long term sitting tenants depresses the value of the property.

Investment Fixed Assets (Restricted)

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares		
Market Value - 1 January		
Net gain/(Loss) on annual Revaluation	14,241	13,475
	974	766
	15,215	14,241
Parish Trust Funds		
Market Value - 1 January	785	735
Net gain/(Loss) on annual Revaluation	112	50
	897	785
Total Investments	16,112	15,026

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares -Margaret Halmshaw Music Fund
Holdings at 31st December 2021 comprised 2,922.61 (2020: 2,922.61) shares with a bid price of 157.99p (2020: 169.15p) in the Church of England Fixed Interest Securities Fund Income Shares and 453.14 (2020: 453.14) shares with a bid price of 2338.67p (2020: 2044.67p) in the Church of England Investment Fund Income Shares.

Parish trust Funds are held by the Rochester D.S. and B.F. as custodian trustee. The PCC is responsible for the assets as managing trustee. The investment comprises Income Shares held in the White Grave CBF Investment Fund with a book cost of £512.34 and a market value of £897.38 (31.12.2020: £785.07)

Funds

The restricted funds comprise special collections and associated reclaimed gift aid, and the Tower Fund. All these funds are held in the general bank account in separate sub accounts or on deposit as separate funds with the Central Board of Finance of the Church of England. The Restoration Fund is held in a separate bank account and on deposit with the Central Board of Finance of the Church of England. The special collections are paid out as appropriate. The Tower Fund is for the maintenance of the bells. The Restoration fund is for the care and conservation of the fabric of the Church.

Breakdown of Restricted Funds

Restoration Deposit account	81,623
Restoration Current account	968
Tower Fund	3,085
Margaret Halmshaw Deposit account	3,431
2021 Charity donations not yet paid out	710
	<u>89,817</u>

The Endowment Fund is the Margaret Halmshaw Music Fund. The capital is held in CBF Income Shares, the dividends are transferred to a CBF deposit account where they earn further interest. The income is to be used for anything in the field of music within the church.

The Parish Trust Funds hold long term funds for the care of certain graves in the churchyard and therefore the annual income is treated as restricted.

Fund Movements

	Tower Fund	Restoration Fund	Music Fund	Designated Funds	Endowment Fund
Balance at the beginning of the year	3,084	83,641	3,030	65,077	15,026
Incoming Resources	-	8,506	-	2,150	
Outgoing Resources	-	9,644	-	-	
Investment Gain/(Loss)	1	88	401	115	1,086
Balance at the end of the year	<u>3,085</u>	<u>82,591</u>	<u>3,431</u>	<u>67,342</u>	<u>16,112</u>

ACCOUNTING POLICIES

BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The Financial Statements have been prepared under the historical cost convention with the exception of investments which are recognised at market value. The Financial Statements have been prepared using the Receipts and Payment method.

FUNDS

Endowment Funds are funds, the capital of which must be maintained, only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted Funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year may be carried forward as a balance on the fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. Rental income for the letting of Church Premises is recognised when the rental is received.

INCOMING RESOURCES

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when received by the PCC.

Dividends are accounted for when the receivable interest is received. All other income is recognised when it is received.

All incoming resources are accounted for as gross.

A grant of £6,000 from the Chislehurst Society and two anonymous donations of £1,253 each were received during the year towards the repair and upgrade of the Tower clocks. A third donation for the same amount has been promised for 2022. An insurance settlement of £3,416 was received during the year for lead stolen from the Church roof. The replacement works will not start until Spring 2022, and the money is held in unrestricted funds until then.

RESOURCES EXPENDED

Grants and donations are accounted for when paid over.

The Diocesan parish share is generally accounted for when paid. In 2020 due to concern over the effect of Covid 19 on income, Parish Share payments were reduced, and £15,832 was owed at year end. This was paid in January 2021.

Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is generally recognised when it is paid and accounted for gross.

£9,548 was spent on the repair and upgrade of the Tower clocks.

FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

No cost information is available for the curates's house, 47 Holmdale Road, Chislehurst, so it is included as the current year's insurance valuation.

Equipment used within the Church premises, where individual items with a purchase price of £500 or less, are written off when the asset is acquired.

Investments are valued at market value at 31st December.

Accounts

PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR 2020

May 2021

Administrative Information

The Church of the Annunciation of the Blessed Virgin Mary was built in 1870 and is situated in the busy High Street in Chislehurst. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church of the Annunciation, High Street, Chislehurst, BR7 5AQ. The Parochial Church Council of the Ecclesiastical Parish of the Annunciation of the Blessed Virgin Mary Chislehurst is a charity registered with the Charity Commission in accordance with the Charities Act 2006 (Charity Number 1132138).

Objectives

We rejoice in our long history and heritage of the Catholic tradition of the Church of England, and a celebration of the Mass is offered most days and the Blessed Sacrament perpetually reserved. The Resolution under the Women Bishop's legislation has been passed, and the Church is under the pastoral care of the Bishop of Richborough. The incumbent is the Reverend Paul Farthing. We have an Honorary Assistant priest, Canon David Herbert and one Reader Emeritus, Miss Jennifer Smith.

The PCC also has maintenance responsibilities for the church building, the vicarage and the former curate's house at 47 Holmdale Road Chislehurst.

PCC Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year, the following served as members of the PCC:

Incumbent	The Reverend Paul Farthing
Churchwardens	Miss Carole Poll Mr John Symes
Deanery Synod Representatives	Mr J Michael Owen Mrs Sally Thorn
Elected Members	Andrew Allen Sylvia Broadbridge Paula Howard Pauline Mayes Shirley Nott Michael Watson
	PCC Secretary

The PCC operates through the Standing Committee which meets as and when the need arises. This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council.

Achievements and Performance

Church Attendance

There are 77 parishioners on the Church Electoral Roll, of whom 41 reside outside the parish.

Review of the Year

The Corona Virus pandemic has had a serious impact on many aspects of church life, particularly on attendance and income. At the beginning of the crisis, the Vicar and Churchwardens undertook a complete risk assessment and implemented all the safeguards that were thought necessary. Alternate rows of pews were taped off so that they could not be used, and spacing signs placed at regular intervals. Allowing for the number of people who were self-isolating, these measures enabled the remainder to be comfortably and safely accommodated.

Sanitising dispensers and paper towels were provided inside the two entrances with explanatory signs on display. Stewards on duty were instructed to ensure that any visitors put their details on the register at the main entrance. All members of the congregation were required to wear masks while in church (a box of new masks being available for anyone who had forgotten their own) and the officiating priest put on a mask when giving communion. All singing ceased, until some limited singing, by the choir only, was permitted.

The provision of refreshments has also stopped, and the congregation instructed to leave the church immediately after the conclusion of services, without the customary socialising. Regular cleaning and sanitising has taken place throughout. We are fortunate in having three locations where weekday services, when numbers are small, may be held, and by changing the venue each day the need for further cleaning has been reduced.

Although during the first lockdown the church was legally obliged to close, the Annunciation was the first local church to open when this was permitted, and we have remained open ever since, and continue to offer weekday and Sunday services, albeit sometimes restricted in various ways. Many services have been recorded or live-streamed for the benefit of those unable to attend. Regrettably we have not been able to have our usual Saturday morning opening.

The full PCC met 5 times during the year. However, the PCC has not been able to meet in person since the October 2020 meeting due to virus restrictions, and business has been carried out by the standing committee meeting online in the interim.

We continue to provide a Parish website at <http://annunciationchislehurst.org>. Canon Herbert has continued as editor of our monthly parish magazine which is produced in addition to the weekly pew-sheets. No charge is made for this, and the magazine continues to be well received and covers a wide range of topics.

The church has continued to give generously to charitable organisations both locally and overseas.

The work of the Church and all its achievements are dependent upon the time and talents its members bring to support all its activities, and the PCC take this opportunity to thank all who have contributed during the year in any way to support our Church of The Annunciation. Working parties have undertaken church and churchyard cleaning, usually once a month, and the vicar and churchwardens are most grateful for the efforts of a small but dedicated number of parishioners.

Financial Review

A Summary of the Parish Accounts is attached to this report.

Future Plans and Concerns

As always we have to report the loss, though death, of members of our congregation. This year we said farewell to several faithful and long-standing members: Sylvia Broadbridge, John Handley and Jeanette Pearmine. In addition, Clifford and Pauline Mayes have moved away to be near their family.

When things return to normal we will undertake some of the tasks that have had to be deferred, namely repairs to the stonework, and the long-planned reorganisation of the back of the church. We also look forward to being able to belatedly celebrate our 150th anniversary.

Reserves and Investment Policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level that equates to approximately six months expenditure. This provides sufficient funds to cover management and administration and support costs and to respond to emergency applications for grants which arise from time to time. Unrestricted funds were maintained at this level throughout the year. It is our strategy to invest our funds balances with the CBF Church of England Deposit Fund.

Risk and Safeguarding Policy

A child protection policy is in place, and in compliance with the Criminal Records Bureau requirements for those working with young children and vulnerable adults CRB clearance has been obtained. The PCC are committed to ensuring that our church and hall are safe places for all who use them. For more detailed information and guidance see the Parish Safeguarding Handbook, <https://www.rochester.anglican.org> and click on safeguarding.

Arrangements are in place for dealing with cash i.e. all money to be banked is placed in a wall safe and the money deposited in the bank each week. The church building complies with the Disability Discrimination Act. With reference to fire regulations, the extinguishers are regularly serviced and a Fire Risk Assessment has been completed.