

TRUSTEES REPORT TO THE 2022 ACCOUNTS

Structure, governance, and management

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

The PCC has a Standing Committee comprising the incumbent Vicar, churchwardens, secretary, and treasurer whose purpose is to scrutinise and formulate the agenda of the PCC, and to transact on behalf of the PCC such business as it is delegated to it.

New members of the PCC are inducted by the Vicar, churchwardens and the PCC secretary.

The Parish would not function without the support of many dedicated volunteers who have a key role in all areas of parochial life.

The PCC have had regard to the guidance issued by the Charity Commission on public benefit.

St Mary's Primrose Hill Trustees 2022

Revd. Preb. Marjorie Brown	(Vicar) ex-officio
Revd. Mark Wakefield	(Assistant Priest) ex-officio
Revd Emily Kolltveit	(Assistant curate) ex-officio
Roddy Monroe	Churchwarden
Elaine Hedger	Churchwarden
John Hellinikakis	Hon Treasurer
Amanda Martin	PCC Secretary (co-opted)
Ross Gilmour	Deanery Synod member
Paul Hemings	Deanery Synod member
Elaine Hedger	Deanery Synod member
Alexa Carter	Deanery Synod member
John Hellinikakis	PCC member
Helen Tindale	PCC member
Sonia Renwick	PCC member
Mariana Lozynska	PCC member
Thomas Kabir	PCC member
Rebecca Chesworth	PCC member
Derrick Chow	PCC member
Casey Oppong	PCC member
Roger Carter	PCC member
Parviz Sedighi	PCC member
Elizabeth Woolf	PCC member

Objectives and Activities

St Mary's PCC is responsible for co-operating with the incumbent Vicar, in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelical, social, and ecumenical. It

has responsibility for the maintenance of the church building and St Mary's Centre. Its Mission Action Plan provides details of its strategic thinking.

Worship in the Anglo-Catholic tradition of the Church of England is maintained. Good preaching and choral music are hallmarks of the parish. In its service to the local community, the parish is concerned to address issues that confront our local area and society, and to serve people in need, of whatever faith or none.

Achievements and Performance

Church Attendance

The average total Sunday attendance varies seasonally. 2022 was the first full year when opening the Church was not affected by COVID lockdowns. Average physical Sunday attendance was around 100 people down from 137 in 2019 being the last full 'normal' year before COVID.

However, since the services have been continually streamed live from when the Church was closed during lockdown and made available online for future viewing, some continue to opt to watch the services online either live or later. Based on the number of online views, the Sunday morning service attracts an additional average 101 attendees, which means that around 200 people benefit from the 10:30am service each week either in person or online.

Review of the Year

There were eight PCC meetings in 2022.

The PCC awayday in July 2022 focused on:

1. When is St. Mary's at its best?
2. When is St. Mary's at its least effective?
3. What are the gaps? What needs or opportunities are we overlooking?

The outputs of the PCC awayday informed the basis of the Mission Action Plan which was drawn up in anticipation of the vacancy that was to follow the Vicar's retirement in January 2023. It therefore focused on using our efforts and resources to the best possible effect during the period of transition.

From September 2022 much of the PCC's time was spent on discussing the proposed Youthwork East End New Build and how the shared spaces would work.

St Mary's 150th anniversary was marked on July 3rd by a visit from the Bishop of London who presided at the Sunday Eucharist and, during the year, people with past connection to St Mary's were invited to preach. These included Rev'd Canon John Ovenden and Bishop Robert Atwell, the previous two vicars.

With the reopening of the Church and return to regular attendance, receipts benefitted from the return to improved attendance at the Primrose Hill Lecture Series and the two Designers Sales. Grow the Wonder raised £84,192.

Plans for the Future

After several years concentrating on raising funds for Grow the Wonder, attention is now refocusing on improving planned giving, which has fallen considerably in the last few years, with the last campaign last held in November 2019, a few months before the pandemic.

Financial Review

Overall Income was relatively steady, but this masked a marked decline in parish donations offset by an increase in donations for restricted activities, particularly 'Grow the Wonder'.

General Funds

General Funds ended the year with a surplus of £74,314 (2021: £62,956)

Income

In the year 2022, our total unrestricted income £263,416 (£295,668). Planned giving (gift-aided and non-gift aided) was £99,876 (£115,095). Gift aided donations £91,783 (£112,770)

The restricted fund carry forward of £63,857 (£30,791) includes £5,468 for the Cold Weather Shelter, and £54,342 for Grow the Wonder. There is also a nett surplus £2,529 from anniversary books sales, and £214 unused from the Parish Retreat which we will allocate to general parish funds.

Outlook

The year ended with surplus of £138,171 (£93,747), increasing from last year because of fund raising for Grow the Wonder. With the 13% fall in planned giving receipts in 2022 and people withdrawing for various reasons from the beginning of 2022, it is necessary to rebuild the donor base if the Church is to be able to meet its financial commitments. If insufficient income is not generated, consideration will be given to cutting costs.

Our Common Fund contribution remained at £85,200 for 2022.

Reserves Policy

Unrestricted funds increased to £74,314 (62,956), although there was an element of seed money for GtW (circa £60,000) in last year's total, leaving a nett of circa £14,000 surplus in funds for 2022 that otherwise might be designated to specific purposes. The PCC, as a policy, has always aimed to cover three months of recurring expenditure (£60,000). In this respect, we have made an improvement from 2021, but have some way to go.

Operations Structure

The PCC has two bank accounts and a share account. All financial questions or suggestions should go first to the Treasurer, John Hellinikakis (or via a message through the Parish Administrator). Stewardship records are dealt with by Cathy Howard.

Risk Management

The PCC is committed to managing, and if practicable to reducing the major risks that they have already identified. They also seek to identify new risks as they arise and subject them to the same process of management and reduction. We have a small portfolio of shares, which suffered a valuation impairment £3,133 in 2022, which we are monitoring.

Roddy Monroe
Churchwarden

15th March 2023

The Parish Parochial Church Council of St Mary the Virgin Primrose Hill

Independent examiner's report to the members of the Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Primrose Hill with St Paul's, Avenue Road (registered charity 1132701)

I report to the PCC on my examination of the accounts of the PCC of St Mary the Virgin, Primrose Hill with St Paul's, Avenue Road for the year ended 31 December 2022.

Responsibilities and basis of report

As the members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The PCC are satisfied that an audit is not required for this year under section 144(2) of the Act and have chosen instead to have an independent examination.

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 154(5)(b) of the Act. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Independent examiner's statement

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

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

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

Robert Ashdown
Chartered Accountant
75 Brookville Road, London, SW6 7BH

15 March 2023

Parochial Church Council of St Mary the Virgin Primrose Hill

Statement of Financial Activities
For the year ended 31 December 2022

	Notes	Unrestricted Funds General £	Unrestricted Funds Designated £	Restricted Funds (Note 11) £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
Income and endowments from:						
<i>Donations and Legacies</i>	3a	195,884		106,877	302,761	305,619
<i>Charitable Activities</i>	3b	67,335		0	67,335	62,566
<i>Investment income</i>	3c	197		0	197	3,023
Total incoming resources		263,416		106,877	370,293	371,208
Resources expended						
<i>Charitable activities</i>	4	248,925		73,811	322,736	344,295
Total resources expended		248,925	0	73,811	322,736	344,295
Net income before gains and losses on investments		14,491	0	33,066	47,557	26,913
Net recognised gains/(losses) on investment		(3,133)	0	0	(3,133)	2,022
Net income after gains and losses on investments		11,358	0	33,066	44,424	28,935
Transfers between funds	11	0	0	0	0	0
Net movement in funds		11,358	0	33,066	44,424	28,925
Reconciliation of Funds						
Total funds brought forward at 1 Jan 2022		62,956	0	30,791	93,747	64,812
Total funds carried forward at 31 Dec 2022		74,314	0	63,857	138,171	93,747

The Notes to the Accounts form part of these Financial Statements

Parochial Church Council of St Mary the Virgin Primrose Hill

Balance Sheet at 31 December 2022

	Notes	FUNDS 2022 £	FUNDS 2021 £
Fixed assets			
Investments	8	47	47
Unquoted shares		10,998	14,131
Quoted shares			
Total fixed assets		11,045	14,178
Current assets			
Debtors	9	7,303	9,492
Cash at bank and in hand		124,057	71,727
		131,360	81,219
Creditors: amounts falling due within one year	10	(4,234)	(1,650)
Net current assets		127,126	79,569
Total assets less current liabilities		138,171	93,747
Creditors: amounts falling due after one year		0	0
NET ASSETS		138,171	93,747
Funds			
Restricted funds	11	63,857	30,791
Unrestricted funds General	11	74,314	62,956
		138,171	93,747

The Notes to the Accounts form part of these Financial Statements

Approved by the PCC on 15 March 2023 and signed on their behalf by

Roddy Monroe (Churchwarden)

John Hellinikakis (Treasurer)

Parochial Church Council St Mary the Virgin Primrose Hill

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Note 1 BASIS OF PREPARATION

The financial statements are prepared under that Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities [SORP(FRS102)]

The financial statements have been prepared under the historical cost convention except for the valuation of quoted financial assets which are shown at market value.

The Parochial Church Council (PCC) is a public benefit entity within the meaning of FRS102

1.2 GOING CONCERN

There are no material uncertainties related to events or conditions that cast significant doubt on the PCC's ability to continue as a going concern

1.3 CHANGE IN ACCOUNTING POLICY

The accounts present a true and fair view and the accounting policies are as outlined in this note. There have been no changes of accounting policy in this period

1.4 CHANGES TO ACCOUNTING ESTIMATES

There have been no changes to accounting estimates in this period

1.5 MATERIAL PRIOR YEAR ERRORS

No material prior year errors have been identified in the reporting period

Note 2 ACCOUNTING POLICIES

2.1 INCOME

Recognition of income

Congregational giving, donations, grants, interest, dividends and other income are included in the Statement of Financial Activities (SOFA) when the PCC becomes entitled to the resources and the monetary value can be measured with sufficient reliability

Offsetting

There has been no offsetting of assets and liabilities or of income and expenses unless required or permitted by the FRS102 SORP

Tax reliefs on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid recovered on a donation is considered to be part of that gift and is credited to the same fund as the initial donation unless the donor has specified otherwise

Legacies

Legacies are included in the SOFA when receipt is probable, that is, when there has been a grant of probate, the Executors have established that there are sufficient funds in the Estate and any conditions attached to the legacy are either within the control of the PCC or can be met

Volunteer help

The value of voluntary help is not included in the accounts but is described in the PCC's annual report

Investment gains and losses

This includes any realised and unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the year end

2.3 EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the PCC to pay out resources and the amount of the obligation can be measured with reasonable certainty

Governance

Governance costs are charged to charitable activities

Redundancy costs

The PCC has made no redundancy payments during the reporting period

Parochial Church Council St Mary the Virgin Primrose Hill

Deferred income

No material item of deferred income has been included in the financial statements

Creditors

The PCC has creditors which are measured at settlement amounts less any trade discounts.

Certain interest free loans have been provided without a repayment date and these are accounted for as being repayable on demand

Provisions for liabilities

A liability is measured at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.4 ASSETS

Tangible fixed assets for use by the PCC

Consecrated and beneficed property is excluded from the accounts by s 10(2)(a) and (c) of the Charities Act 2011. Other fixed assets are capitalised if they can be used for more than one year and cost at least £2,000.

Equipment used within the church premises that has not been written off is depreciated over its expected useful life as follows:

Fixtures and fittings	25% straight line
Computer equipment	30% straight line

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church inventory, which can be inspected.

Financial assets

Unquoted shares are valued at historic cost.

Investments in quoted shares and pooled investment funds are valued initially at cost and subsequently at fair value (market value) at the year end

Debtors

Debtors, including trade debtors and Gift Aid recoverable, are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the PCC. Subsequently they are measured at the cash or other consideration expected to be received.

Cash at bank

Cash is held in bank deposits which are repayable on demand

2.5 FUNDS

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

The Restricted Funds are income funds that must be spent on restricted purposes and details of the funds are set out in Note 11

Parochial Church Council St Mary the Virgin Primrose Hill

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2022

Note 3 Income and endowments from:

	Note	Unrestricted Funds General £	Unrestricted Funds Designated £	Restricted Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
3a Donations and Legacies						
Planned giving - Gift Aided		81,927			81,927	103,794
Other Regular Giving - non Gift Aided		17,949			17,949	11,301
Collections at all Services		6,530			6,530	2,968
Sundry Donations: Gift Aided		9,856			9,856	8,976
Sundry Donations: non Gift Aided	11	43,102		106,877	149,979	90,597
Income tax recoverable		31,371			31,371	28,205
Covid Recovery Grant		-			0	56,000
Refund of VAT		2,081			2,081	3,778
Energy Grant		2,891			2,891	-
Legacies		177			177	0
		<u>195,884</u>		<u>106,877</u>	<u>302,761</u>	<u>305,619</u>
3b Charitable Activities						
Lecture Series		9,139			9,139	12,223
Designer Fair		20,912			20,912	16,315
Bar		2,059			2,059	3,503
Shop		4,006			4,006	3,607
Church and SMC lettings, Organ hire		21,058			21,058	20,924
Parochial fees		5,733			5,733	4,934
Other Events		4,428			4,428	1,060
		<u>67,335</u>		<u>0</u>	<u>67,335</u>	<u>62,566</u>
3c Investment income						
Dividends and interest		197			197	3,023
		<u>197</u>		<u>0</u>	<u>197</u>	<u>3,023</u>
Total incoming resources		<u>263,416</u>	<u>0</u>	<u>106,877</u>	<u>370,293</u>	<u>371,208</u>

Parochial Church Council St Mary the Virgin Primrose Hill

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2022

Note 4 Resources expended

	Notes	Unrestricted Funds General £	Unrestricted Funds Designated £	Restricted Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<i>Charitable activities</i>						
Common Fund		85,200			85,200	85,200
Vicar and Vicarage Expenses		3,627			3,627	2,102
Vicar's Discretionary Fund		800			800	700
Deanery & visiting preachers		2,448			2,448	0
Parochial Fees		5,357			5,357	542
Ministry Team expenses		2,069			2,069	824
Rent on curate's flat		24,012			24,012	22,200
Sacristy		2,553			2,553	1,206
Worship books, fees and publications		569			569	2,324
Organist	5	7,450			7,450	6,100
Assistant Organist	5	3,265			3,265	2,200
Choral Scholars	11	2,510		10,000	12,510	11,115
Choir Fees	11	3,911		1,000	4,911	6,430
Parish Administrator	5	34,813			34,813	34,657
Telephone		1,396			1,396	695
Office Supplies		11,005			11,005	10,957
Publicity		805			805	4,645
Hospitality		6,717			6,717	2,097
General Maintenance		9,048			9,048	31,300
Architect's fees		0			0	18,212
Professional fees	6	900			900	0
Organ maintenance		773			773	315
Licence fee		70			70	110
Cleaning		11,816			11,816	8,166
Gas		5,247			5,247	7,793
Electricity		2,377			2,377	4,502
Water		609			609	426
Insurance		6,082			6,082	6,324
J&P Committee fund raising costs		0		866	866	0
J&P Committee fund donations		0			0	0
Other charitable donations	11/12	0		1,609	1,609	405
Youth work	5	0			0	43,404
Church flowers		2,091			2,091	1,497
Cold Weather Shelter	11	0		1,779	1,779	0
Parish Retreat	11	0		2,563	2,563	0
Grow the Wonder	11	0		55,836	55,836	22,355
Anniversary Book	11	0		158	158	0
Bar		180			180	0
Lecture Series		1,915			1,915	743
Designer Fair		1,621			1,621	2,308
Shop		1,075			1,075	791
Fund raising costs		4,864			4,864	0
Independent Examination fees		1,750			1,750	1,650
Total resources expended		248,925	0	73,811	322,736	344,295

Parochial Church Council of St Mary the Virgin, Primrose Hill

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2022**

Note 5 Staff costs

	2022	2021
	£	£
Parish Administrator	34,813	34,657
Organist fees	7,450	6,100
Assistant Organist Fees	3,265	2,200
Youth Workers	-	14,791
	<u>45,528</u>	<u>57,748</u>

During the year the PCC employed a parish administrator and paid fees to the organist and assistant organist. The PCC offers a defined contribution pension scheme through NEST

Note 6 Transactions with Related Parties

During the year the PCC reimbursed certain working expenses of the stipendary clergy team. Other co-opted PCC members, specifically the parish administrator, organist, assistant organist received payments detailed above.

During the year The Friends of St Mary's (Registered Charity No. 1078655,) which had been a related party was wound down and deregistered.

The Independent Examiner received a fee a £900 for the preparation of four year's of accounts for this separate charity to enable the deregistration to be effected

Note 7 Analysis of Net assets by fund

	Unrestricted Funds General	Restricted Funds	Total Funds 2022
	£	£	£
Investments	11,045		11,045
Debtors	7,303		7,303
Cash at bank and in hand	60,200	63,857	124,057
Current liabilities	(4,234)		(4,234)
	<u>74,314</u>	<u>63,857</u>	<u>138,171</u>

Comparative for 2021

	Unrestricted Funds General	Restricted Funds	Total Funds 2021
	£	£	£
Investments	14,178		14,178
Debtors	9,492		9,492
Cash at bank and in hand	8,771	62,956	71,727
Current liabilities	(1,650)		(1,650)
	<u>30,791</u>	<u>62,956</u>	<u>93,747</u>

Note 8 Unquoted investments

186 shares in the English Hymnal Company Limited (Registered in England and Wales on 1st November 1926 with Registration Number 217212) are shown at the historic cost of £46.50

Note 9 Prepayments and Debtors

	2022	2021
	£	£
Income tax recoverable	7,303	9,492
	<u>7,303</u>	<u>9,492</u>

Parochial Church Council St Mary the Virgin Primrose Hill

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2022

Note 10 Creditors: amounts falling due within one year

	2022 £	2021 £
Parochial fees due to Diocese	2,484	-
Independent Examination and Accountancy	1,750	1,650
	<u>4,234</u>	<u>1,650</u>

NOTE 11 Movement in Funds in Year

	Bal b/fwd 1 Jan 2022	Income	Expenditure	Other gains and losses	Transfers,	Bal c/fwd 31 Dec 2022
	£	£	£		£	£
Unrestricted Fund						
General fund	62,956	263,416	248,925	(3,133)		74,314
	<u>62,956</u>	<u>263,416</u>	<u>248,925</u>	<u>(3,133)</u>	<u>0</u>	<u>74,314</u>
Restricted Fund						
Youth	0	214				214
Choral Scholars (Restricted)	211	10,000	10,000			211
Choir	0	1,000	1,000			0
Justice & Peace	882	485	866			501
Cold Weather Shelter	2,985	4,262	1,779			5,468
Charity Appeals Note 12	100	1,887	1,609			378
Anniversary Book	0	2,687	158			2,529
Parish Retreat	672	2,105	2,563			214
Grow the Wonder	25,941	84,237	55,836			54,342
	<u>30,791</u>	<u>106,877</u>	<u>-</u>	<u>73,811</u>	<u>-</u>	<u>63,857</u>
Total funds	<u>93,747</u>	<u>370,293</u>	<u>322,736</u>	<u>(3,133)</u>	<u>0</u>	<u>138,171</u>

Note 12 Charity Donations

	2022	2021
British Heart Foundation	200	
Children's Society	200	
Marie Curie	218	
Somerset Heart Foundation	383	
Christian Aid DEC Pakistan	608	405
	1609	405

At 31 December 2022 the following charitable donations were pending:

Christian Aid DEC Pakistan	105
Royal British Legion	148
Crisis	125
	378

Parochial Church Council St Mary the Virgin Primrose Hill

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2022

Note 13 Prior period comparative statement of financial activities

	Notes	Unrestricted Funds General £	Unrestricted Funds Designated £	Restricted Funds (Note 11) £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
Income and endowments from:						
<i>Donations and Legacies</i>	3a	230,079		75,540	305,619	298,055
<i>Charitable Activities</i>	3b	62,566		0	62,566	27,872
<i>Investment income</i>	3c	3,023		0	3,023	134
Total incoming resources		295,668		75,540	371,208	326,061
Resources expended						
<i>Charitable activities</i>	4	267,421		76,874	344,295	367,625
Total resources expended		267,421	0	76,874	344,295	367,625
Net income before gains and losses on investments		28,247	0	(1,334)	26,913	(41,564)
Net recognised gains/(losses) on investment		2,022	0	0	2,022	3,409
Net income after gains and losses on investments		30,269	0	(1,334)	28,935	(38,155)
Transfers between funds	11	(27,823)	0	27,823	0	0
Net movement in funds		2,446	0	26,489	28,935	(38,155)
Reconciliation of Funds						
Total funds brought forward at 1 Jan 2021		60,510	0	4,302	64,812	102,967
Total funds carried forward at 31 Dec 2021		62,956	0	30,791	93,747	64,812