

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN, WEST ACTON

England & Wales · Charity number 1132976

Details

Other names ST MARTIN'S PCC, WEST ACTON

Status Registered

Legal form Other

Registered 2009-11-25

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

Contact

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Activities

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

Activities: St Martin's PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£106,813	£155,725	-	-
2023-12-31	£118,881	£126,135	-	-
2022-12-31	£162,348	£131,485	-	-
2021-12-31	£160,566	£119,867	-	-
2020-12-31	£187,418	£172,618	-	-

Trustees

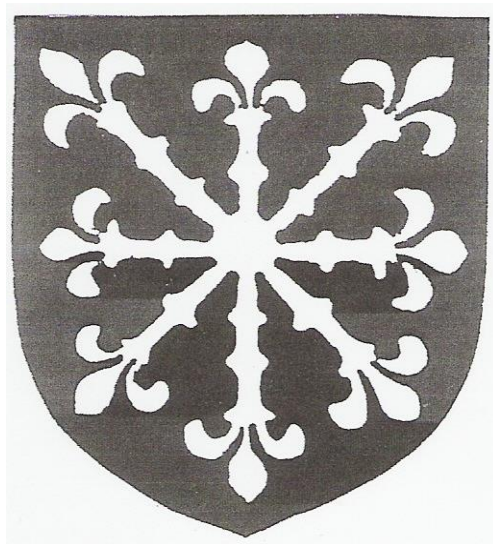
Name	Role	Appointed
Angela North		2021-04-25
Ben Mason		2021-04-25
Kenneth Chan		2021-04-25
Margaret Rosaleen Jones		2021-04-25
Rev Bryony Dean Franklin		2019-09-01
Shelley Merrick		2021-04-25
Yuki Johnson		2021-04-25

Accounts

St. Martin's Church West Acton

Parish Reference Number: 22.14

Registered Charity no. 1132976



Annual Report 2024 - 2025

ST MARTIN'S CHURCH, WEST ACTON

Annual Report of the Parochial Church Council for 2023

Administrative information

St. Martin's Church is situated in Hale Gardens, Acton. It is part of the Diocese of London within the Church of England. All correspondence should be sent to: The Parish Office, Rear of Church Hall, Hale Gardens, London W3 9SQ.

The Parochial Church Council Of The Ecclesiastical Parish Of Saint Martin, West Acton is a charity registered with the Charity Commission (registered charity number 1132976). Throughout this report the charity will be referred to as the PCC.

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

Incumbent: Interregnum Easter 2024 to February 2025.

Rev George Meyrick from February 2025

Associate Priest: Revd Bryony Dean Franklin

Licensed Lay Minister to the Japanese Anglican Church UK: Mrs Yuki Johnson

Reader: Dr Margaret Jones

Reader Emeritus: Mrs Lynne Armstrong

Churchwardens: Mrs Shelley Merrick

Mr Ben Mason

Representatives on the Deanery Synod:

Ms Margaret Ainsworth (*from APCM 2024*)

Elected members:* Mrs Lynne Armstrong

Mrs Elizabeth Ambridge

Mr Kenneth Chan

Treasurer

Ms Toyosi Falade

Mrs Victoria Harley

Ms Olena Humeniuk

Ms Yuki Johnson

Ms Angela North

Mrs Shelley Merrick

Lay Vice Chair

Mr Jack Pershke

Ms Margaret Ainsworth (ex-officio member – Deanery Synod)

Ms Jennifer Dudley (co-opted member; Safeguarding Officer)

Mr Jonathan Jones (co-opted member)

Appointed PCC Secretary:

Mrs Lynne Armstrong (*until November 2024*)

Ms Toyosi Falade (*from November 2024*)

Bank: HSBC, 31 Holborn, Holborn Circus, London EC1N 2HR

Deposit Account: CCLA Investment Management Ltd, CBF Church of England Funds,
80 Cheapside, London EC2V 6DZ

Independent Examiner

Mr Amandeep Singh Bhogal, 56 Scarle Road, Wembley, Middx HA0 4SN

Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. 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. Members of the PCC with specific responsibilities attend training courses where appropriate. The PCC revises its Risk Assessment Policy on a regular basis.

The Disclosure and Barring Service (DBS) Checking Officers were Mrs Shelley Merrick and Revd Bryony Dean Franklin

The Safeguarding Officer was Ms Jennifer Dudley.

The Children's Champion was Mrs Zuzana Chan

The Electoral Roll Officer was Mr Michael Franks.

The Stewardship Officer was Ms Kathy Oliver

Objectives and Activities

St Martin's PCC has the responsibility of co-operating with the incumbent, the Revd Julia Palmer, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

The APCM 2024 recorded 155 parishioners on the Church Electoral Roll. The average weekly attendance, counted during October 2024, was 45 adults and 24 children and young people.

A PCC Digest follows later in this report. PCC meetings were hybrid meetings with members attending in person or via Zoom. Some business was discussed via email correspondence and decisions later ratified by the full PCC as necessary.

Other group reports contained within this booklet detail their respective achievements during the year.

Financial Review

Total receipts on ordinary restricted and unrestricted funds were £106,813 and are detailed in the Statement of Financial Activities (SoFA).

£155,725 was spent to provide the Christian ministry from St Martin’s Church, including the contribution to the Diocesan Common Fund (£60,000), which largely provides the stipends, pension and housing for the clergy.

The net result for the year was a deficit in income over expenditure of £48,912. After adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December for restricted and unrestricted funds totalled £508,672.

Reserves policy

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately six months unrestricted payments, to cover emergency situations that may arise from time to time.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund

Approved by the APCM on 18 May 2025 and signed on their behalf by Ms Shelley Merrick (PCC Lay Vice Chair)

.....

and PCC member

.....

St Martin's Annual Parochial Church Meeting 2024

Clergy Report 2023 - 2024

Writing annual reports is always a time of both looking back and looking forwards – mirroring, perhaps, the Christian traditions of both active remembrance and anticipation of the future.

Looking back, the last year saw us in vacancy for about 10 months while we awaited selection of the right person to be our next vicar. I am **hugely** grateful to all those who helped with services during that time – our lay ministers Margaret Jones and Yuki Johnson, and visiting priests Fr David Brammer, Rev Callan Slipper and Rev Margaret Joachim among others.

In spite of being in vacancy, it has been a real joy to see that our congregation has significantly grown over the last year – it's been such a blessing to be able to welcome so many new people, of all ages, to join us. Other highlights of the last year include our summer and Advent fayres with the latter including a nativity with live animals, the ongoing success of our Godly Play sessions for young people, many all age services including two joint services with the Japanese Anglican Church (UK), church parade services with our Brownies, Guides and Rangers, celebration of the centenary of the 4th Acton Guiding in December, and many very well attended and joyful services celebrating the Christmas season.

We have also continued to be proactive in our charitable giving and community outreach. We have supported the local women's refuge, the Children's Society, USPG and the Mission to Seafarers among others. We have also continued our local community outreach with Olena leading in supporting Ukrainian refugees who live in the area.

We do have challenges – these include our finances, and having enough people to support our ministry such as by serving as welcomers or helping with junior church.

First, our finances – we do rely on donations from our church members to keep afloat financially, and our income has dropped significantly over the last few years at the same time as our running costs increasing. As outlined last year, I know the rising cost of living has put huge pressure on many people, and giving to the church (or any other charity) may not be possible. But for those who can afford to contribute, please do consider how you can support us – such as by setting up a regular standing order and ensuring that this is gift-aided if you are a taxpayer. We also need to think creatively about other approaches to fund-raising – so if you have any ideas or would like to join a team to give this some thought, please do let us know!

Second, we are particularly in need of more people to serve as sidespeople (to welcome people as they arrive in church), and to support our junior church. If you feel that you can help with either of these roles, or any other roles that you feel called to, please do come and talk to one of the clergy or the churchwardens.

Looking forwards, it feels like an exciting time for us at St Martin's. I know the whole of St Martin's church was delighted to welcome Fr George Meyrick to join us as our vicar and chaplain of Twyford church of England High School in February 2025, and to welcome his family to our community. I am personally delighted to be able to stay

at St Martin's to work with George, and to see what new opportunities our closer working relationships with Twyford will bring.

It is a privilege to serve as a priest here at St Martins, in a community that I love. I would like to thank all those who help in so many ways: our churchwardens Shelley and Ben, our whole PCC, our sidespeople, the choir and musicians, our hard-working parish administrator Michael, and all who play their part on our many rotas – reading the scriptures, decorating our church with flowers, leading our prayers, administering the chalice, serving coffee and leading Godly Play and junior church. All are such important parts of our ministry as we work together as the body of Christ – thank you.

I pray for God's blessing upon you all.

Rev Bryony Dean Franklin, Associate Priest

ST MARTIN'S CHURCH, WEST ACTON
PAROCHIAL CHURCH COUNCIL DIGEST 2024/25

The PCC meetings had covered the business of the church as usual, and in addition there had been some key areas of discussion.

- i) Finances The treasurer informed the PCC that it was clear that we would end the year in deficit. This was due to a change in the makeup of the congregation – some generous donors had passed on and had not yet been replaced. He felt that some of this was due to a lack of understanding of the newer church members of the church finances – for example the church heating cost over £100 per hour to run, and we did not receive financial aid from the diocese, in fact we were expected to give to assist the running of the diocese and churches in less prosperous areas. The PCC agreed that we needed to have a fundraising drive, and discussions on the best way forward for this important initiative.
- ii) Fabric and fittings of the church, the Cottage and the hall and roof. Work needed to repair the flat roof over the hall. There had been difficulties in obtaining acceptable quotes for the work to be done, and once a quote had been accepted settling a time for it to be done to fit in with the Montessori school.
- iii) Security of the church and grounds including the cottage and the hall. After some discussion it was decided that we needed to have security cameras installed, and also renew door locks and gates both for the side of the church and the cottage stairs.
- iv) We also discussed the fabric of the Cottage in more detail. PJ and his flatmates had informed the Churchwardens about the problems that they were having with the cottage, in that the windows and front door were letting in water and there were signs of the roof leaking too. This was causing mould to grow around the windows. There was also an issue with the toilet flush, and with the bathroom fixtures too. (Following this discussion considerable work on the cottage was undertaken when the tenants had left, and the toilet was refurbished, repairs on windows etc undertaken, and mould removed and decorations done.)
- v) Cottage tenancy Olena and her family were over in the UK as refugees, and staying in the Vicarage under a private arrangement with Julia which would end when Julia moved on. Olena had raised the question of her taking over the cottage on PJ's departure, and this was agreed after discussion. (She was eligible to live in the cottage because she did some work for the church) She wanted to pay rent to the church, and as a refugee there were regulations which needed to be observed.
- vi) Succession planning for Julia. Julia would be leaving in March, and the Diocese and the ArchDeacon would be in charge of the recruitment process. The post was to be combined with a part time chaplain for Twyford School, - the school

would have the chaplain for part of the week and St Martin's for the majority of the time. The PCC discussed this, and were in agreement with this idea as the church and school were historically linked – it had been one of the parishioners of St Martin's, Mary Sorensen, who had argued for the foundation of the school originally.

A new incumbent was selected from the candidates, and the church was delighted to welcome Fr George Meyrick in February. He and his family have settled into the Vicarage and we are already reaping the benefits of his energetic full time leadership.

- vii) PJ's contract would be ending in July, and he and his flatmates would be moving to Lancashire. He had provided lessons plans for the Junior Church to assist after he had left, and Zuzanna continued running Godly Play on a regular basis. The parents and volunteers for Junior church arranged cover until a new Junior church leader was identified.
- viii) PJ gave some useful feedback during his exit interview – he felt that a clearer chain of command and guidance on areas of responsibility would have been very helpful.

Lynne Armstrong, Toyosi Falade PCC Secretaries

CHURCHWARDENS' REPORT 2024/25 ON THE FABRIC OF THE CHURCH

The Churchwardens are required to report to the Annual Meeting on the fabric and ornaments of the Church. We have pleasure in complying with this requirement for another year.

New architect

John Woodcock remains our new architect. We will be rearranging a meeting in the coming months with John to reprioritise projects and repairs as necessary to fulfil the necessary work from the Quinquennial Review.

The Cottage

Much time this year has been on work required to ensure the cottage is habitable.

The roof had some work done to temporarily repair it however this year the whole roof was replaced.

Additionally, as the old tenants had left and with new tenants moving in, the cottage was renovated including painting throughout, fixing the toilet, repairing rotting window frames and painting all window frames, fixing the front door, fixing all the cracks in the walls and laying new carpets.

The Church

During 2020 the Quinquennial Review of the fabric was carried out by the then church architect. The review mentioned the need for some maintenance work on the church roof and repairs to a window in the Holy Spirit Chapel. This work has yet to be commissioned, as work to repair/replace both the Cottage roof and the toilet block roof has taken priority. In addition to this the electrical circuits in the choir/clergy vestry area needs replacing.

The Church Hall

The Quinquennial Review 2020 had highlighted the need to replace the roof over the toilet block. Estimates for the work to be carried out had been obtained in 2021, and again in 2024, but so far it has not been possible to put the work given the urgency of the fixing the cottage roof and renovations. As the estimates are now out of date new quotes are now being obtained, with the hope that the work can be carried out in the summer of 2025.

The Church Grounds

The gardens continue to be maintained in good order. Our garden contractor continues to provide an excellent service, and the grounds provide a very pleasant outlook.

We have had to make several repairs gates around the church and had to 'evict' a homeless person from the shed, who had been hoarding things in there, to ensure the safety of the new tenants in the cottage, making sure they understood what was happening and had the chance to relocate their things and had a place to go.

Overall

A huge thanks to Michael again for maintaining the church fabric by sorting out smaller projects.

Finally sincere thanks to everyone who in their own way has helped to keep St Martin's in very good order over the past year, and particularly to Ben Mason, who has managed most projects and undertaken a lot of the work himself. In addition a special thanks to Bryony, Margaret, Christine, Camilla and Liza who all did so much to clean up and make sure the church looked spectacular for George's induction service.

Shelley Merrick

Ben Mason

JAPANESE ANGLICAN CHURCH (UK)

We have continued to meet about once a month at St. Martin's and also online for bible study. We have a small congregation and about half are non-Christians. I published 7 newsletters throughout last year, which are also circulated by post and email more widely through this country and Japan.

We held The Community Café 7 times in 2024, and it continues to grow in popularity, not only amongst the Japanese community but also local people. On one occasion more than 150 people attended, with unprecedented views on our social media feed. As a consequence, more people want to take a stall, or bring their music performances. Those who come seem to find it to be a good opportunity to meet others and support each other. And at the same time, more people get to know about St Martin's.

We held a short service, immediately after the Café, on two occasions. One was to commemorate the Great Eastern Japan Earthquake and Tsunami in March. The other was for All Souls in November, as a memorial for loved ones who had died.

I continue to spend time with the Miyabi Nursery. For the first time the children visited St. Martin's, in three separate groups, with Miyabi staff and some parents. It was a part of their 'outing' programme, which they all seemed to enjoy. I particularly talked to them about the stories shown in the stained glass. I also visited the children on two occasions, to share with them some bible stories, including for their Christmas show. Most speak Japanese, but not all. So I need to speak in English and Japanese.

Being LLM at St Martin's remains my priority. But in addition, as the only commissioned lay minister to the wider Japanese Community (commissioned by the Bishop of Edmonton), I led prayers during two memorial services at Hendon Cemetery, once in the Spring and the second in the Autumn, organised by the Japanese Association in the UK. On 10th August, to mark the anniversary of the nuclear bombing, I joined a peace event at Finchley, with local Japanese people, and led prayers.

As the only Japanese lay minister in the Diocese I very much appreciate your continuing support. Thank you.

Yuki Johnson *Licensed Lay Minister to the Japanese Anglican Church UK*

SAFEGUARDING REPORT

This report covers both the Safeguarding for St Martin's Church and for the Japanese Anglican Church UK.

In line with the Diocese of London Safeguarding Policy, we review its implementation and all associated procedures and good practice annually. Copies of the full policy are kept by The Parish Office, Jennifer Dudley and with the Church Log Book; a copy is also available on the Diocese of London website. A summary of the policy is available on the notice boards in the church porch and in the church hall. The Safeguarding Policy requires that a full annual report be presented to the parochial church council (PCC) by the Church Safeguarding Officer, at the first PCC each year after the Annual PCC meeting. Below is a brief summary of the key points:

- There have been two alerts raised relating to the safeguarding of children or vulnerable adults.
 - Both cases have been closed.
- The annual Safeguarding Audit required by the Diocese has been completed during the year, with no actions outstanding.
- The website is monitored to ensure that the correct profile of our Safeguarding Policy is visible to all.
- The Diocese Safeguarding Policy requires that each Parish appoint a Safeguarding Officer, a Children's Champion and one or more evidence checkers for those applying for a Disclosure and Barring Service (DBS) check. Jennifer Dudley is currently our Safeguarding Officer and Zuzanna Chan our Children's Champion. Shelley Merrick and Bryony Dean Franklin are nominated evidence checkers.
- All staff of the church are up to date with safeguarding training and have the required DBS checks as needed.
- All the current active Junior Church volunteers have the required DBS checks, volunteer agreements and all associated paperwork.
- All the current PCC members have the required DBS checks.

Jennifer Dudley, Parish Safeguarding Officer, 4th May 2025

JUNIOR CHURCH AND GODLY PLAY REPORT APRIL 2025

Junior Church is run entirely by a dedicated team of volunteers. We typically hold **three** sessions each month, one of which is *Godly Play*, a special session that takes place once a month.

Currently, we have **6** volunteers who lead Junior Church sessions, though one of them is on maternity leave. In addition, there are **7** volunteers who assist the leaders. We ensure that at least two adults are on the rota every Sunday. Recently, we were pleased to welcome an additional helper to the team.

There are currently **60** children on the Junior Church register. While not all attend at the same time, attendance has been steadily increasing. In September, the average attendance was around **21** children; this has now risen to approximately **26 – 30** children each week. Due to the larger numbers, we have recently begun dividing the children into two groups during *Godly Play* Sundays to better manage the sessions and provide more focused engagement.

Godly Play is held once a month, with two sessions: one during the morning service and a second in the afternoon on the same day. Afternoon sessions are typically attended by **5 to 10** children.

Given the steady growth in attendance, it would be beneficial to have more volunteers to support this important ministry.

Zuzana Chan

4TH ACTON BROWNIES, GUIDES AND RANGERS

At risk of repeating myself, but it is always true, we have been incredibly active and have earned our usual mountain of badges!

This year a second new record was set, this time one of our Brownies was the first in the county to achieve her Gold Award and then pass all the interest badges in the Badge Book by July 24. This too was an amazing achievement she has her story in our magazine. From last year you know that individual young members don't usually have their own entries and this has only happened once before that was a 4th Acton Guide. This amazing young member is now in Guides and we look forward to even greater achievements as she continues on her Girlguiding journey.

At the moment we have a few Brownie vacancies as those on the waiting list are not yet seven. Several of our girls are due to go to Guides this year so we are hoping to recruit some more girls this term. The Guide Unit is still full having pulled in some Girls from the waiting list we will make room for those coming up from Brownies but others will have to join the waiting list. Some members of our Guides will be joining the Rangers during the next year but at the moment our four Ranger have made a brilliant start during this first year. We expect the numbers to grow slowly mainly increasing as Guides get to the right transfer age. We will still recruit for our units as usual.

Throughout the year we have run our usual full and exciting programme for the Brownies, Guides and the Rangers. Obviously, we can only give you a brief snapshot of some items we cover as we work through our guiding year.

Looking at the Guides first, one of our members attended the County Awards Evening to be presented with her Jack Petchey Award which was presented by the deputy Mayor of Ealing. He was really impressed by the girls achievements and is interested in seeing lots more. Bronnie, Margaret and Margaret Ainsworth were all awarded with County Thanks Badges at this event. This is awarded is for work above and beyond usual meetings.

The Rangers, Guides and Brownies worked on the last two Peer Education Badges "Think Resilient" and "Safe the World". The trainers for this badge are our county younger leaders and they were really impressed with the amount of knowledge and understanding that our girls showed.

The Brownies worked on their Jobs Badge which included parents coming and talking about their careers. We are very grateful to the five parents who gave up their evening to talk about a range of careers, some out of the ordinary like being an historic fabric conservator.

The Guides have worked on a fascinating badge whereby they whittle various objects one of which is a carrot into a whistle. We did this in the autumn and I have to say our girls did not manage a tune like the King did recently but most of them did get a sound out of their carrot whistles. After all this knife work the Guide leaders breathed a sigh of relief that all fingers were intact and the Guides got the Whittling Badge.

Our Rangers have made a brilliant start to their programme achieving interest badges as well as some first aid skills builders and Allergy Awareness which all three units did to their level. This week our Rangers have been given tickets to the VE

concert due to take place on Thursday 8th May and they are looking forward to this unique evening.

This year the county was given a grant to run an Adventure Day. This took place in September at the Southall Activity Centre (SAC). We hired adventures including an inflatable assault course, a portable but very high climbing/abseiling tower, a caving experience and mini golf. In addition to this we set up our own crafting, wide games, challenges and competitions. Over 250 attend this day, the weather was great and by the end of the day everyone went home happy and thoroughly exhausted. Obviously you know us, the 4th could not leave it there. So instead of turning up on the Saturday our girls rocked up to SAC on Friday and stayed until Sunday afternoon. During this time both the Guides and Rangers achieve badges and had a great time. The leaders were pretty exhausted by the end of Saturday and there are no words to describe how tired we all were by Sunday afternoon. We left a few hours after the girls having scrubbed and cleaned the building. Our adventure will continue this year when we return to PACCAR in October – so watch this space for the next instalment.

As you are aware, we celebrated 100 years of the 4th Acton during the past year. The Guides reached this particular milestone during 2020, but we could not celebrate then due to the COVID restrictions. The Brownies reached this grand anniversary at the end of 2024, so we celebrated both in style. With grateful thanks to Bryony for adding it into the Christingle service, which culminated in a wonderful cake for all to share. We also took the opportunity to carry the County Standard to commemorate my time as County Commissioner, and to have the new Ranger flag dedicated.

Jennifer Dudley Brownie (Brown Owl) Guide (Squirrel) and Ranger Leader 4th May 2025

COMMUNITY SUB-COMMITTEE

The subgroup currently has 4 active members, covering:

- Social Events
- Supporting our congregation and Community

The group committed a lot of time and effort last year delivering a full schedule of community and fundraising events.

We have already held a few events this year including an amazing post service reception for George's induction service and a VE Day 80th Anniversary celebration Street Party.

If you feel you could contribute with ideas or would like to help with this group in any way as we are short of volunteers particularly to organise events, please contact Shelley.

Social Sub-committee: Highlights

St Martin's social events are run by a small team, headed up by Camilla and Shelley. A huge thanks to all the team and the many volunteers who make these events possible and such fun.

In March Julia's leaving party gave her a great send off, with many people bringing food for a sharing lunch to bid farewell to her.

PJ also left us this year and we held a farewell party for him in July.

We held a harvest bring and share lunch instead of a barn dance this year.

Both the summer and Christmas fairs were great fun, with support as always from the Japanese church.

The Christmas fair delivered the magic again of a live nativity which attracted in many new families and was a great success

We raised **£5422.44** from the fairs.

We continue to have up to date testing and insurances in place for our bouncy castle which can be used for our own events as well as hired out.

Events from 2024

Japanese Community Café run throughout the year

March Mothering Sunday Flowers

March Julia's leaving lunch

March Easter Sunday egg hunt

June Summer Fair

July PJ leaving party

October Harvest Bring and Share lunch

December Christmas Bazaar

Shelley Merrick, Community Sub-Group Co-ordinator

SUPPORT TO THE UKRAINIAN COMMUNITY

I organize regular after-school art classes for both children and adults from the Ukrainian community. The classes take place every week and are free of charge. I provide all the necessary materials for participants. The funding for these classes comes from grants that I have successfully applied for. I continue to apply for new grants to ensure that the project can continue next year.

These classes have shown very positive results. Children have developed their creativity and formed strong social connections. Many now meet outside of the classes. Parents also share important information and support each other. Adults benefit by exchanging useful advice, especially those who have recently arrived from Ukraine.

Each week, the sessions run for two hours for children and two hours for adults.

In addition to the classes, I am an administrator and organizer of a large Telegram group for Ukrainians in Ealing, with more than 200 members. Through this platform, I help people communicate, share useful information, and stay connected. I am also an organizer and administrator of a Facebook group for Ukrainians, where members can exchange information and learn about events happening at St. Martin's Church and the Japanese congregation at St. Martin's.

This year, I also organized an exhibition at St. Martin's Church, showcasing both children's and adults' art works. I prepared a small presentation where I spoke about the activities of the art class and thanked the parishioners for their support of Ukrainians in Ealing.

I hope that my ongoing efforts to secure funding and provide support will help the Ukrainian community to grow even stronger.

Olena Humeniuk

ECO CHURCH SUB-COMMITTEE

The eco church sub-committee is tasked with reducing the church carbon footprint and identifying areas in which there are opportunities for taking greater care of God's creation. St Martin's has already achieved the Eco Church Bronze Award from A Rocha, but there much more to do.

1. In the past year:
We have revisited the Eco-Church Bronze Award data form, with a view to improving our score, but since then the application survey has changed, and we now need to start again from scratch, in the hope that we can achieve success at the Silver Award level.
2. We have started using recycled printer paper for the bulk printing that is done for church activities (service sheets, flyers etc). The difference in cost is minimal, and will contribute to improving our score when redoing the survey.
3. At present all cleaning and hygiene materials are purchased from Viking , with whom the church has an account. These products are not necessarily the most environmentally-friendly products. Changing to more environmentally-friendly cleaning products may well have cost and supplier implications. We are also looking at the monetary and environmental cost implications of using recycled paper toilet rolls.
4. We discussed the feasibility and suitability of using Far Infra-Red heating panels in the church, hall, parish room and office. There is potential for significant on-going savings in heating costs once installed. However, their suitability for use in the church needs further investigation. Both the Lady Chapel and the Holy Spirit Chapel may well benefit from their use but the main body of the church is a different matter. A different option to be considered is under-pew heaters for the main body of the church. The Eco-Church group are working with Ben Mason to evaluate the feasibility of the various options as well as the cost implications.
5. We also discussed options for reducing heat loss in the church Hall. The planned replacement of the roof over the toilet block, which will include much improved/upgraded insulation, will address some of the heat loss issues. We ae also looking for potential contractors who would be able to give estimates for installing double or secondary glazing in the hall itself.

Liza Ambridge, Jennifer Dudley, Bryony Franklin, Mike Robinson, Margaret Ainsworth

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2024

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Fr George Meyrick

Parish Office
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Hale Gardens
London W3 9SQ

Bank:

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London EC1N 2HR

Deposit Account:

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CBF Church of England Funds
Senator House
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London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

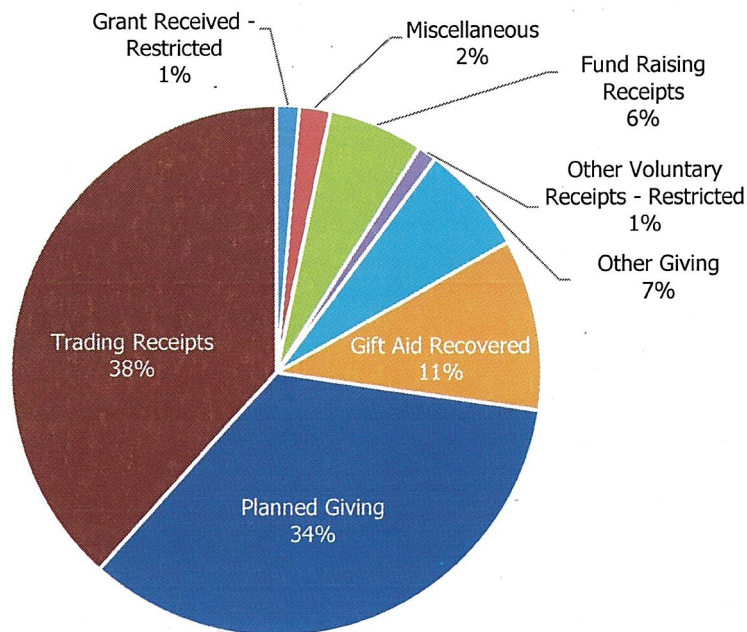
The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2024

Introduction

I am pleased to present the Treasurer's Report for the year ended 31 December 2024. On behalf of the PCC, I extend my heartfelt thanks to each and every one of you for your unwavering support of St Martin's.

Income



Continued Decline in Donations and Legacies

Total income from donations and legacies fell further to £57,252 in 2024, down from £68,106 in 2023. Excluding one-off legacies and focusing solely on Planned and Plate Giving, we have seen an average decline of 20% and 50%, respectively, since COVID. In cash terms, Planned Giving previously averaged around £45,000, while Plate Giving stood at £15,000. Compared to pre-COVID years, St Martin's income has dropped by approximately £17,000. As both reductions directly impact Gift Aid recovery, the actual shortfall is even greater.

Stable Income from Charitable and Trading Activities

Since securing a five-year lease for the Hall in 2022, Trading Income has remained steady as anticipated. It is now the norm for income from Trading Activities to surpass that of Planned Giving.

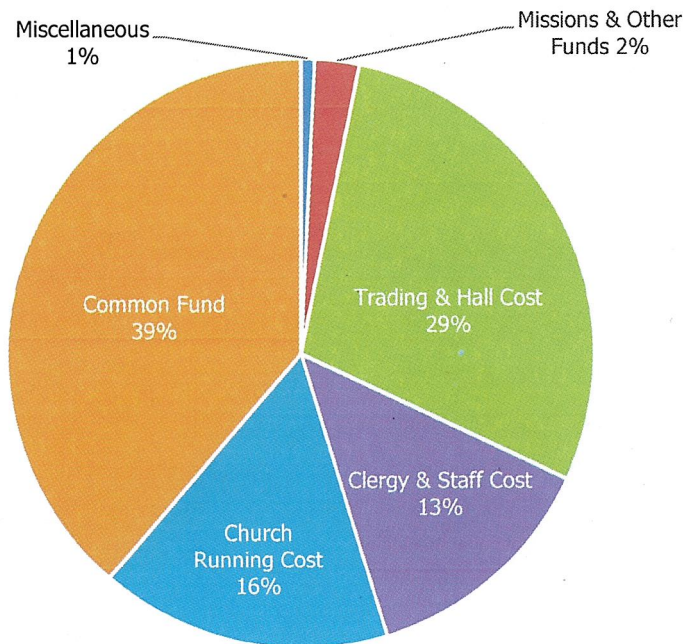
Fundraising Receipts

Fundraising income primarily came from the Summer Fair and Christmas Bazaar, both of which were hugely popular with the congregation and local residents.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2024

Expenditure



Significant increase in Total Expenditure

Total expenditure rose to £155,725 in 2024, up from £126,135 in 2023. This increase was primarily driven by costs associated with the new roof and refurbishment of St Martin's Cottage, as well as a higher contribution to the Common Fund. Key details are as follows:

- **Common Fund:** Our contribution to the Common Fund increased to £60,000 in 2024 from £56,800 in 2023 following an agreement with the Diocese of London. This amount was adjusted to reflect our Vicar's part-time role. Notably, this is the first time since I became Treasurer that the total income from donations and legacies has not fully covered our Common Fund contribution. The "Commitment Gap" – the difference between Planned Giving and our Common Fund obligation – is now at its widest.
- **Missions and Other Funds (Note 6):** Despite a decline in income, we have maintained charitable giving and mission-related spending at levels similar to last year. We continued running regular Café and Art Classes for Ukrainian refugees, which were well attended. This initiative was made possible through your generous support, grants from other charitable organisations and the dedicated efforts of our fellow PCC member, Olena Humeniuk.
- **Clergy and Staff Cost (Note 9):** A decrease in expenditure was largely due to savings on payments for the Youth Worker Apprenticeship Scheme and the Organist Stipend. This was made possible by Mr. Tony Legg, who graciously took on the Director of Music role on a pro bono basis. These savings were partially offset by costs related to Vicarage rates and advertising for our new Vicar.

The Parochial Church Council of St Martin's West Acton

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Result for the year

The consolidated decrease in funds for 2024 amounted to £48,912, compared to a £7,254 decline in 2023. This includes a deficit of £48,994 in unrestricted funds, offset slightly by a £82 surplus in restricted funds.

Going Concern

We anticipate that donation income will remain at a reduced level in 2025. Our budget for the year ending 31 December 2025 projects a £15,000 deficit for recurring expenses, which will be covered by the General Reserve. Non-recurring expenses, such as capital expenditures, are funded through Restricted Reserves established in previous years. Consequently, the PCC has adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy aims to maintain sufficient free reserves, ideally equivalent to six months' unrestricted payments, to safeguard against unforeseen financial challenges.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Income from Donations and Legacies					
Planned Giving		36,418		36,418	38,894
Other Giving		7,084		7,084	7,302
Other Giving - Japanese Anglican Church		1,393		1,393	270
Other Voluntary Receipts	2		1,212	1,212	7,350
Gift Aid Recovered		11,145		11,145	14,290
		<u>56,040</u>	<u>1,212</u>	57,252	68,106
Income from Charitable Activities					
Grant Received			1,500	1,500	2,772
PCC Fees		580		580	582
Agency Fees		510		510	1,504
		<u>1,090</u>	<u>1,500</u>	2,590	4,858
Income from Other Trading Activities					
Fund Raising Receipts	3	6,150		6,150	5,947
Trading Receipts	4	40,780		40,780	39,946
		<u>46,930</u>		46,930	45,893
Investment and Other Income					
Deposit Interest Received		41		41	24
		<u>41</u>		41	24
Total Incoming Resources		104,101	2,712	106,813	118,881
Expenditure					
Common Fund		60,000		60,000	56,800
Charitable Giving	5		105	105	51
Missions and Other Funds	6	2,203	1,525	3,728	3,499
Cost of Fund Raising	7	745		745	1,149
Church Running Cost	8	24,946		24,946	27,789
Clergy and Staff Cost	9	20,690		20,690	24,286
Governance	10	400		400	350
Agency Fees	11	510		510	1,504
Trading and Hall Cost	12	43,601	1,000	44,601	10,707
Total Expenditure		<u>153,095</u>	<u>2,630</u>	155,725	126,135
Net Movement		(48,994)	82	(48,912)	
Fund Balance as at 1 January 2024		493,342	64,242	557,584	
Fund Balance as at 31 December 2024		<u>444,348</u>	<u>64,324</u>	508,672	

The notes on Page 8 to 14 form part of these financial statements.

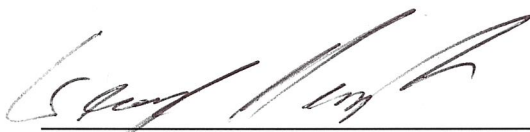
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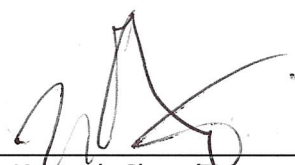
Balance Sheet as at 31 December 2024

	Notes	£	Total 2024 £	Total 2023 £
Fixed Assets				
Tangible Fixed Asset: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	23,347		8,090
Cash at Bank		95,700		161,674
Cash at CCLA Deposit Account		819		777
Cash in Hand		6		13
			119,872	170,554
Current Liabilities				
Creditors and Accruals	15	13,856		15,626
			13,856	15,626
Net Current Assets / (Liabilities)			106,016	154,928
Net Assets / (Liabilities)			508,672	557,584
Funds				
Unrestricted Funds	16		444,348	493,342
Restricted Funds	16		64,324	64,242
Fund Balance as at 31 December			508,672	557,584

The notes on Page 8 to 14 form part of these financial statements.

Approved by the Parochial Church Council on 18 May 2025 and signed on its behalf by the Chairman, Fr George Meyrick, and the Treasurer, Mr Kenneth Chan.


Fr George Meyrick (Chairman)


Mr Kenneth Chan (Treasurer)

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

1.7 Transactions with PCC Members

During the year under review, the following payments were made to PCC members for services provided:

- **Mr Ben Mason:** £4,200 for decoration work related to St Martin's Cottage.
- **Ms Olena Humeniuk:** £4,208 for church cleaning and £2,925 for Hall cleaning.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2. Other Voluntary Receipts				
Occasional Donations			-	1,011
One-off Gifts			-	3,000
St Martin's Cottage Refurbishment		1,000	1,000	-
Church Heating Campaign			-	700
Children's Society		107	107	90
Christian Aid			-	20
Refugee Fund			-	958
Clavinova			-	1,520
Mission to Seafarers		105	105	51
	-	1,212	1,212	7,350
3. Fund Raising Receipts				
Summer Fair	2,627		2,627	1,680
Cake Sale			-	128
Christmas Bazaar	3,523		3,523	3,107
Street Party			-	662
Barn Dance			-	371
	6,150	-	6,150	5,947
4. Trading Receipts				
Rental - Hall	31,868		31,868	31,385
Rental - Church	6,912		6,912	8,340
Rental - St Martin's Cottage / Parish Room	2,000		2,000	200
Magazine			-	21
	40,780	-	40,780	39,946

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
5. Charitable Giving				
Mission to Seafarers		105	105	51
	-	105	105	51
6. Missions and Other Funds				
Junior Church	978		978	642
Vicar's Discretionary Fund	10		10	-
Citizens UK	1,215		1,215	1,168
Ukrainian Café / Art & Craft Class		1,525	1,525	1,689
	2,203	1,525	3,728	3,499
7. Cost of Fund Raising				
Christmas Bazaar	625		625	949
Summer Fair	120		120	200
	745	-	745	1,149
8. Church Running Cost				
Requisites	237		237	374
Organ and Piano Tuning	864		864	1,986
Flowers	100		100	105
Parish Office	4,528		4,528	4,963
Church and Churchyard Upkeep	3,983		3,983	3,575
Repairs and Maintenance	737		737	1,399
Utilities	6,499		6,499	7,474
Insurance	6,613		6,613	6,550
Licence and Fees	1,385		1,385	1,363
	24,946	-	24,946	27,789

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
9. Clergy and Staff Cost				
Clergy Expenses	333		333	354
Apprenticeship Scheme Youth Worker			-	6,000
Choir Director			-	4,945
Organists	3,655		3,655	1,030
Parish Office Administrator	11,500		11,500	11,500
Verger	200		200	-
Vicarage Cost	2,367		2,367	337
St Martin's Cottage Cost	301		301	120
Sundry	2,334		2,334	-
	<u>20,690</u>	<u>-</u>	<u>20,690</u>	<u>24,286</u>
10. Governance				
Account Examination Fee	400		400	350
	<u>400</u>	<u>-</u>	<u>400</u>	<u>350</u>
11. Agency Fees				
Service Fees for LDF	510		510	1,504
	<u>510</u>	<u>-</u>	<u>510</u>	<u>1,504</u>
12. Trading and Hall Cost				
Legal and Professional Fees			-	1,020
Cleaning	2,925		2,925	2,800
Repairs and Maintenance	14,540		14,540	320
Utilities	15,656		15,656	5,564
Refurbishment	9,226	1,000	10,226	-
Licence and Fees	1,254		1,254	1,004
	<u>43,601</u>	<u>1,000</u>	<u>44,601</u>	<u>10,707</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Total 2024 £	Total 2023 £
13. Tangible Fixed Assests		
Buildings		
Balance Brought Forward	402,656	402,656
Addition	-	-
Disposal	-	-
Balance Carried Forward	402,656	402,656
14. Debtors and Prepayments		
Trading & Hall Cost - Utilities	17,265	8,090
Church Running Cost - Parish Office	5,006	-
Church Running Cost - Licence & Fees	137	-
Gift Aid Recovered Due From HMRC	939	-
	23,347	8,090
15. Creditors and Accruals		
Unclaimed Expenses	120	120
Service Fees for LDF	9,666	9,156
Account Examination Fee	750	350
Apprenticeship Scheme Parish Fee	-	6,000
Rent due to LDF	3,320	-
	13,856	15,626

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

16. Church Funds

	Balance b/f	Income	Expenditure	Balance c/f
Unrestricted Funds				
General	466,513	104,101	(139,585)	431,029
32.5k Fund	25,105		(13,500)	11,605
Designated - St Martin's Music Society	79			79
Designated - St Martin's Players	784			784
Designated - Stay & Play	155			155
Designated - Vicar's Discretionary Fund	706		(10)	696
Total Unrestricted Funds	<u>493,342</u>	<u>104,101</u>	<u>(153,095)</u>	444,348
Restricted Funds				
Children's Society	786	107		893
Refugee Fund	1,840	1,500	(1,525)	1,815
Poppies	27			27
Christian Aid	20			20
New Signage	972			972
St Martin's Cottage Refurbishment	0	1,000	(1,000)	-
Mission to Seafarers	0	105	(105)	-
Godly Play	3,000			3,000
Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	17,000			17,000
Fabric Fund	40,000			40,000
RNLI	30			30
Projector Grant	190			190
Women's Refuge	260			260
Total Restricted Funds	<u>64,242</u>	<u>2,712</u>	<u>(2,630)</u>	64,324
Total Church Funds	<u><u>557,584</u></u>	<u><u>106,813</u></u>	<u><u>(155,725)</u></u>	<u>508,672</u>

The Parochial Church Council of St Martin's West Acton

Independent Examiner's Report to the Trustees / Members

I report on the financial statements for the year ended 31 December 2024 which are set out on pages 6 to 14.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

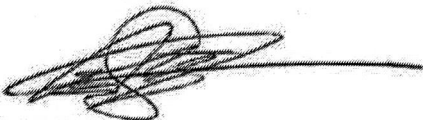
Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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

Mr Amandeep S Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN



15 May 2025

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2024

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Fr George Meyrick

Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

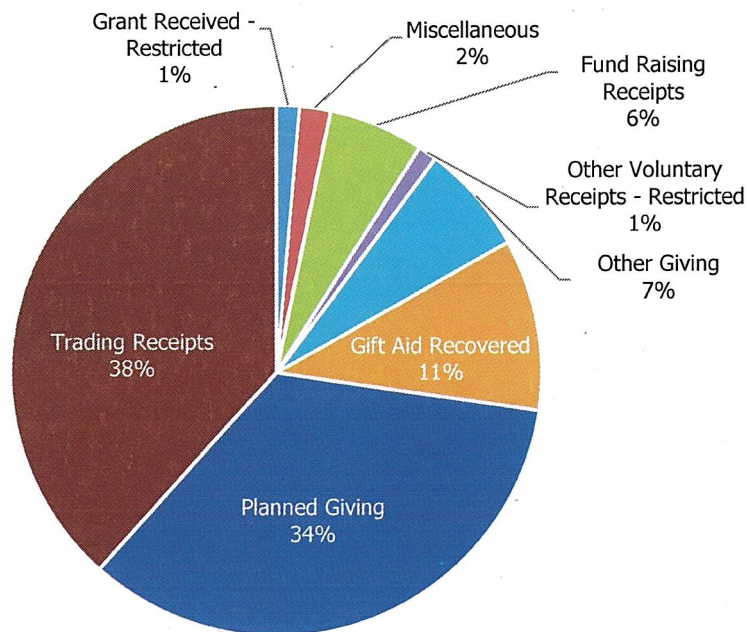
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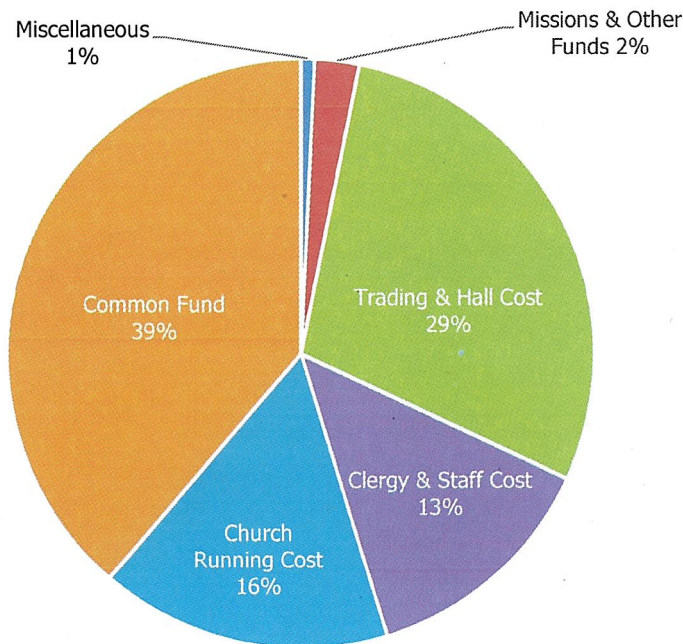
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Other Giving - Japanese Anglican Church		1,393		1,393	270
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		<u>56,040</u>	<u>1,212</u>	57,252	68,106
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Agency Fees	11	510		510	1,504
Trading and Hall Cost	12	43,601	1,000	44,601	10,707
Total Expenditure		<u>153,095</u>	<u>2,630</u>	155,725	126,135
Net Movement		(48,994)	82	(48,912)	
Fund Balance as at 1 January 2024		493,342	64,242	557,584	
Fund Balance as at 31 December 2024		<u>444,348</u>	<u>64,324</u>	508,672	

The notes on Page 8 to 14 form part of these financial statements.

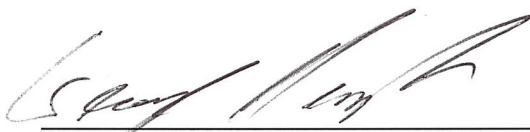
The Parochial Church Council of St Martin's West Acton

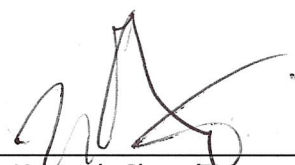
Balance Sheet as at 31 December 2024

	Notes	£	Total 2024 £	Total 2023 £
Fixed Assets				
Tangible Fixed Asset: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	23,347		8,090
Cash at Bank		95,700		161,674
Cash at CCLA Deposit Account		819		777
Cash in Hand		6		13
			119,872	170,554
Current Liabilities				
Creditors and Accruals	15	13,856		15,626
			13,856	15,626
Net Current Assets / (Liabilities)			106,016	154,928
Net Assets / (Liabilities)			508,672	557,584
Funds				
Unrestricted Funds	16		444,348	493,342
Restricted Funds	16		64,324	64,242
Fund Balance as at 31 December			508,672	557,584

The notes on Page 8 to 14 form part of these financial statements.

Approved by the Parochial Church Council on 18 May 2025 and signed on its behalf by the Chairman, Fr George Meyrick, and the Treasurer, Mr Kenneth Chan.


Fr George Meyrick (Chairman)


Mr Kenneth Chan (Treasurer)

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

1.7 Transactions with PCC Members

During the year under review, the following payments were made to PCC members for services provided:

- **Mr Ben Mason:** £4,200 for decoration work related to St Martin's Cottage.
- **Ms Olena Humeniuk:** £4,208 for church cleaning and £2,925 for Hall cleaning.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2. Other Voluntary Receipts				
Occasional Donations			-	1,011
One-off Gifts			-	3,000
St Martin's Cottage Refurbishment		1,000	1,000	-
Church Heating Campaign			-	700
Children's Society		107	107	90
Christian Aid			-	20
Refugee Fund			-	958
Clavinova			-	1,520
Mission to Seafarers		105	105	51
	-	1,212	1,212	7,350
3. Fund Raising Receipts				
Summer Fair	2,627		2,627	1,680
Cake Sale			-	128
Christmas Bazaar	3,523		3,523	3,107
Street Party			-	662
Barn Dance			-	371
	6,150	-	6,150	5,947
4. Trading Receipts				
Rental - Hall	31,868		31,868	31,385
Rental - Church	6,912		6,912	8,340
Rental - St Martin's Cottage / Parish Room	2,000		2,000	200
Magazine			-	21
	40,780	-	40,780	39,946

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
5. Charitable Giving				
Mission to Seafarers		105	105	51
	-	105	105	51
6. Missions and Other Funds				
Junior Church	978		978	642
Vicar's Discretionary Fund	10		10	-
Citizens UK	1,215		1,215	1,168
Ukrainian Café / Art & Craft Class		1,525	1,525	1,689
	2,203	1,525	3,728	3,499
7. Cost of Fund Raising				
Christmas Bazaar	625		625	949
Summer Fair	120		120	200
	745	-	745	1,149
8. Church Running Cost				
Requisites	237		237	374
Organ and Piano Tuning	864		864	1,986
Flowers	100		100	105
Parish Office	4,528		4,528	4,963
Church and Churchyard Upkeep	3,983		3,983	3,575
Repairs and Maintenance	737		737	1,399
Utilities	6,499		6,499	7,474
Insurance	6,613		6,613	6,550
Licence and Fees	1,385		1,385	1,363
	24,946	-	24,946	27,789

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
9. Clergy and Staff Cost				
Clergy Expenses	333		333	354
Apprenticeship Scheme Youth Worker			-	6,000
Choir Director			-	4,945
Organists	3,655		3,655	1,030
Parish Office Administrator	11,500		11,500	11,500
Verger	200		200	-
Vicarage Cost	2,367		2,367	337
St Martin's Cottage Cost	301		301	120
Sundry	2,334		2,334	-
	<u>20,690</u>	<u>-</u>	<u>20,690</u>	<u>24,286</u>
10. Governance				
Account Examination Fee	400		400	350
	<u>400</u>	<u>-</u>	<u>400</u>	<u>350</u>
11. Agency Fees				
Service Fees for LDF	510		510	1,504
	<u>510</u>	<u>-</u>	<u>510</u>	<u>1,504</u>
12. Trading and Hall Cost				
Legal and Professional Fees			-	1,020
Cleaning	2,925		2,925	2,800
Repairs and Maintenance	14,540		14,540	320
Utilities	15,656		15,656	5,564
Refurbishment	9,226	1,000	10,226	-
Licence and Fees	1,254		1,254	1,004
	<u>43,601</u>	<u>1,000</u>	<u>44,601</u>	<u>10,707</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

	Total 2024 £	Total 2023 £
13. Tangible Fixed Assests		
Buildings		
Balance Brought Forward	402,656	402,656
Addition	-	-
Disposal	-	-
Balance Carried Forward	402,656	402,656
14. Debtors and Prepayments		
Trading & Hall Cost - Utilities	17,265	8,090
Church Running Cost - Parish Office	5,006	-
Church Running Cost - Licence & Fees	137	-
Gift Aid Recovered Due From HMRC	939	-
	23,347	8,090
15. Creditors and Accruals		
Unclaimed Expenses	120	120
Service Fees for LDF	9,666	9,156
Account Examination Fee	750	350
Apprenticeship Scheme Parish Fee	-	6,000
Rent due to LDF	3,320	-
	13,856	15,626

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2024

16. Church Funds

	Balance b/f	Income	Expenditure	Balance c/f
Unrestricted Funds				
General	466,513	104,101	(139,585)	431,029
32.5k Fund	25,105		(13,500)	11,605
Designated - St Martin's Music Society	79			79
Designated - St Martin's Players	784			784
Designated - Stay & Play	155			155
Designated - Vicar's Discretionary Fund	706		(10)	696
Total Unrestricted Funds	<u>493,342</u>	<u>104,101</u>	<u>(153,095)</u>	444,348
Restricted Funds				
Children's Society	786	107		893
Refugee Fund	1,840	1,500	(1,525)	1,815
Poppies	27			27
Christian Aid	20			20
New Signage	972			972
St Martin's Cottage Refurbishment	0	1,000	(1,000)	-
Mission to Seafarers	0	105	(105)	-
Godly Play	3,000			3,000
Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	17,000			17,000
Fabric Fund	40,000			40,000
RNLI	30			30
Projector Grant	190			190
Women's Refuge	260			260
Total Restricted Funds	<u>64,242</u>	<u>2,712</u>	<u>(2,630)</u>	64,324
Total Church Funds	<u>557,584</u>	<u>106,813</u>	<u>(155,725)</u>	508,672

The Parochial Church Council of St Martin's West Acton

Independent Examiner's Report to the Trustees / Members

I report on the financial statements for the year ended 31 December 2024 which are set out on pages 6 to 14.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

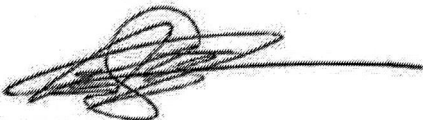
Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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

Mr Amandeep S Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN



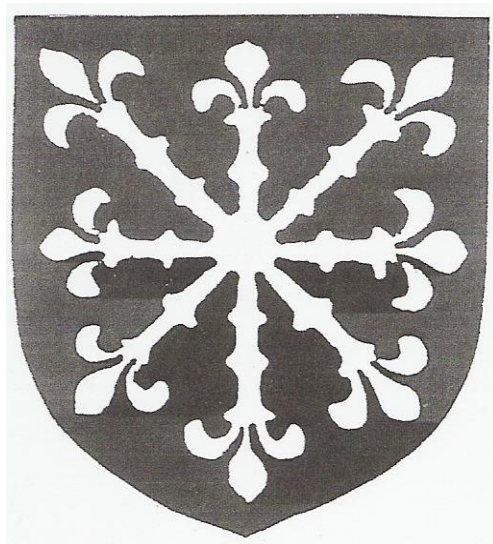
15 May 2025

Accounts

St. Martin's Church West Acton

Parish Reference Number: 22.14

Registered Charity no. 1132976



Annual Report 2023 - 2024

ST MARTIN'S CHURCH, WEST ACTON

Annual Report of the Parochial Church Council for 2023

Administrative information

St. Martin's Church is situated in Hale Gardens, Acton. It is part of the Diocese of London within the Church of England. All correspondence should be sent to: The Parish Office, Rear of Church Hall, Hale Gardens, London W3 9SQ.

The Parochial Church Council Of The Ecclesiastical Parish Of Saint Martin, West Acton is a charity registered with the Charity Commission (registered charity number 1132976). Throughout this report the charity will be referred to as the PCC.

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

Incumbent: Revd Julia Palmer (*until 31/3/24*)

Associate Priest: Revd Bryony Dean Franklin

Licensed Lay Minister to the Japanese Anglican Church UK: Mrs Yuki Johnson

Reader: Dr Margaret Jones

Reader Emeritus: Mrs Lynne Armstrong

Churchwardens: Mrs Shelley Merrick
Vacant

Representatives on the Deanery Synod:

PJ Grayson

Rev Julia Palmer

Elected members:* Mrs Lynne Armstrong
Mrs Elizabeth Ambridge
Mr Kenneth Chan Treasurer
Mr Babak Eskandari
PJ Grayson
Mrs Victoria Harley
Ms Olena Humeniuk
Ms Yuki Johnson
Mr Ben Mason
Ms Angela North
Mrs Shelley Merrick Lay Vice Chair
Ms Angela North
Ms Jennifer Dudley (co-opted member; Safeguarding Officer)

Appointed PCC Secretary:

Mrs Lynne Armstrong

Bank: HSBC, 31 Holborn, Holborn Circus, London EC1N 2HR

Deposit Account: CCLA Investment Management Ltd, CBF Church of England Funds,
80 Cheapside, London EC2V 6DZ

Independent Examiner

Mr Amandeep Singh Bhogal, 56 Scarle Road, Wembley, Middx HA0 4SN

Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. 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. Members of the PCC with specific responsibilities attend training courses where appropriate. The PCC revises its Risk Assessment Policy on a regular basis.

The Disclosure and Barring Service (DBS) Checking Officers were Mrs Shelley Merrick and Revd Bryony Dean Franklin

The Safeguarding Officer was Ms Jennifer Dudley.

The Children's Champion was PJ Grayson.

The Electoral Roll Officer was Mr Michael Franks.

The Stewardship Officer was Mrs Denise Taylor (*until 21 August 2023*)

Ms Kathy Oliver (*from 21 August 2023*)

Objectives and Activities

St Martin's PCC has the responsibility of co-operating with the incumbent, the Revd Julia Palmer, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

The APCM 2023 recorded 155 parishioners on the Church Electoral Roll. The average weekly attendance, counted during October 2020, was 39 adults and 18 children and young people.

A PCC Digest follows later in this report. PCC meetings were hybrid meetings with members attending in person or via Zoom. Some business was discussed via email correspondence and decisions later ratified by the full PCC as necessary.

Other group reports contained within this booklet detail their respective achievements during the year.

Financial Review

Total receipts on ordinary restricted and unrestricted funds were £118,881 and are detailed in the Statement of Financial Activities (SoFA).

£126,135 was spent to provide the Christian ministry from St Martin’s Church, including the contribution to the Diocesan Common Fund (£56,800), which largely provides the stipends, pension and housing for the clergy.

The net result for the year was a deficit in income over expenditure of £7,254. After adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December for restricted and unrestricted funds totalled £557,584.

Reserves policy

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately six months unrestricted payments, to cover emergency situations that may arise from time to time.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund

Approved by the APCM on 12 May 2024 and signed on their behalf by Ms Shelley Merrick (PCC Lay Vice Chair)



.....

and PCC member



.....

St Martin's Annual Parochial Church Meeting 2024

Clergy Report 2023 - 2024

It seems that we are at a time of change, challenge and opportunity here at St Martins!

A key change has been our vicar Rev Julia Palmer leaving at the end of March to start a new role at the church of St Thomas the Apostle in Hanwell. I am sure that the whole congregation of St Martins joins me in wishing her a blessed and fruitful ministry at St Thomas'.

After more than 25 years of committed service, our lead server Clement also stepped down during this last year. Future changes on the horizon are that Jeanny, who has been doing a placement with us as part of her ordination training, is moving on to start her curacy at St Mary's in Acton, and our youth and childrenswork apprentice and communications manager PJ will be leaving us at the end of the summer to move North. I am very grateful to Clement, Jeanny and PJ for all that they have done for us at St Martins.

The main challenge we have follows on from these changes – Julia, Clement, Jeanny and PJ leave some very big gaps to fill. We therefore need to continue to work together as a church community to achieve our mission of being a loving, thriving Christian community in West Acton. If you feel that you can help in any way – do come and talk to either myself or one of the PCC.

A second challenge is our finances – we rely on donations from our church members to keep afloat financially, and our income has dropped significantly over the last few years at the same time as our costs increasing. I know the rising cost of living has put huge pressure on many people, and giving to the church or any charity may not be possible. But for those who can afford to contribute, please do consider how you can support us – such as by setting up a regular standing order and ensuring that this is gift-aided if you are a taxpayer. We will also need to think creatively about other approaches to fund-raising as we move forwards.

Opportunities include our advertising for a new vicar as a combined post with Twyford Church of England High School. This in turn brings opportunities for increasing our engagement and ministry with young people as well as closer working relationships with this large and prestigious Christian high school in our parish. Interviews for this position, which will involve 2 days a week at Twyford and 4 days a week at St Martins, will take place in mid-June.

It was a real delight to have three members of our church community confirmed in St Paul's Cathedral recently, following an adult confirmation class led by Rev Julia and a children's class led by PJ.

Other highlights for the last year include a very successful street party in May 2023 to celebrate the coronation of King Charles III and Queen Camilla, our summer and Advent fayres with the latter including a nativity with live animals, our barn dance in September, a young peoples' film night in November, the ongoing success of our Godly Play sessions for young people, our participation in the Ealing Art Trail in September and many all age services including a joint service with the Japanese Anglican Church (UK) in August, and church parade services with our Brownies and Guides.

We have continued to be proactive in our charitable giving and community outreach. We support the local women's refuge, the Children's Society and the Mission to Seafarers among others. We have also been active in community outreach with Olena leading in supporting Ukrainian refugees who live in the area. We are also active members of Ealing Citizens.

Personally, it is a privilege and a joy to serve as a priest here at St Martins, in a community that I love. I would like to thank all those who help in so many ways: our churchwarden Shelley, our youth and childrenswork apprentice and communications manager PJ, our whole

PCC, our sides-people, the choir and musicians (both adults and children), our hard-working parish administrator Michael, and all who play their part on our many rotas – reading the scriptures, decorating our church with flowers, leading our prayers, administering the chalice, serving coffee and leading Godly Play and junior church. All are such important parts of our ministry – thank you.

I look forward to continuing to journey with you and I pray for God's blessing upon you all,

Rev Bryony Dean Franklin, Associate Priest

ST MARTIN'S CHURCH, WEST ACTON PAROCHIAL CHURCH COUNCIL DIGEST 2023/24

There have been 12 PCC meetings since the last report, all have been hybrid meetings. We have discussed several issues regarding the running of the church in the best possible way to meet our aims of being a loving, thriving and welcoming church. The main topics discussed have been:-

Fabric of the church buildings The main points discussed have been the church roof, the toilet block and its roof, and the roof of the church flat. The church flat urgently needs some work done on it, but it has been held up because we do not have an architect to give advice on the best way to proceed. Ben Mason has contacted a tradesman we have used in the past who is reliable, and he has done a patching job on the worst part, but there are other areas where the roof is letting water in and which need attention.

The church toilet block needs structural repair, and its roof needs to have major work to be done, possibly an entire replacement.

The newly appointed church architect is due to examine the building as soon as possible, and will give guidance on the best method of dealing with the issues he identifies.

Safety and Security. The church has needed for some time to ensure that gates were installed at the bottom of the iron staircase to the church flat and also at the top of the staircase to the Parish Room and office, neither of which were able to be secured. This meant that nursery children could not be prevented from hurting themselves on the staircases. These have now been installed. The Health and Safety policies displayed as agreed by the PCC for the church and the Hall had not been the current ones, this was because the access to the Hall was limited during the time the office was open. Once this was identified as the reason for the failure to display them, an alternative method of changing them was agreed and the current policies were put in place.

Movement activated light bulbs on the internal staircase from the choir vestry to the Parish room and office had been installed but were not successful as they did not come on quickly enough. Alternative methods to be more ecologically friendly were being investigated. The Motion sensor light bulbs will be trialled in the Vestry corridor.

The heating system of the church was not as efficient as it could be, in addition to not being very ecologically friendly. The cost of replacing or changing this would be unaffordable at the moment, but it was agreed to see if any improvement could be identified.

The church finances and budgets have been a concern, as we have lost some generous donors to the church, and some people who are signed up to planned giving have not raised their donation amounts in line with the cost of living. We are in the region of £3,500 short of balancing the accounts. The PCC have begun to make plans to have a Stewardship campaign, and have made enquiries regarding the resources that the diocese can offer us.

Inclusive church We had a speaker from the Inclusive church network to talk to the PCC regarding signing up St Martin's as a parish to be included in their directory of churches that "challenge the church where it continues to discriminate against people on grounds of disability, economic power, ethnicity, gender, gender identity, learning disability, mental health, neurodiversity, or sexuality". After some discussion although we felt that we were fully in favour of being inclusive and welcoming, we were not quite ready to embrace all of the aspects of their organisation.

Working to assist recruitment of a new incumbent. Since just before Christmas the PCC has been heavily involved in working to try and ensure a smooth transition to vacancy and then on to a new incumbent, with the change to a shared post with Twyford School. A subcommittee had been involved in producing a Parish Profile as the first steps in the recruitment process.

Lynne Armstrong, PCC Secretary

CHURCHWARDENS' REPORT 2023/24 ON THE FABRIC OF THE CHURCH

The Churchwardens are required to report to the Annual Meeting on the fabric and ornaments of the Church. We have pleasure in complying with this requirement for another year.

New architect

We have appointed John Woodcock as our new architect. After a few failed attempts to arrange a meeting we will be rearranging a meeting in the coming months with John to reprioritise projects and repairs as necessary to fulfil the necessary work from the Quinquennial Review.

The Church

During 2020 the Quinquennial Review of the fabric was carried out by the then church architect. The review mentioned the need for some maintenance work on the church roof and repairs to a window in the Holy Spirit Chapel. This work has yet to be commissioned, as work to repair/replace both the Cottage roof and the toilet block roof has taken priority.

The Cottage

Much time has been spent during the year on discussions around the repairs needed to the Cottage roof. The roof required an urgent temporary fix just before Christmas 2023, because part of the edge of the roof had disintegrated and there was some water ingress to the Cottage. Efforts are continuing to arrange a permanent roof renewal. Additionally with new tenants moving into the cottage later this year we are compiling a list of things that need fixing etc in the cottage in time for the new tenants.

The Church Hall

The Quinquennial Review 2020 had highlighted the need to replace the roof over the toilet block. Estimates for the work to be carried out had been obtained in 2021, but so far it has not been possible to put the work in train. As the estimates are now out of date new quotes are now being obtained, with the hope that the work can be carried out in the summer of 2024.

The Church Grounds

The gardens continue to be maintained in good order. Our garden contractor continues to provide an excellent service, and the grounds provide a very pleasant outlook. Safety gates have been installed at the head of the steps to the Parish Office and at the base of the steps up to the Vestries and St Martin's Cottage.

Overall

A huge thanks to Michael and Paul for maintaining the church fabric by sorting out smaller projects such as replacing the back door of the hall and fitting gates to the office and the cottage to keep the areas safe for the nursery children.

Finally sincere thanks are due to everyone who in their own way has helped to keep St Martin's in very good order over the past year, and particularly to Ben Mason, who has been instrumental in leading efforts to get the roof repairs commissioned, as well as Liza who has been a huge support.

Shelley Merrick

Ben Mason

JAPANESE ANGLICAN CHURCH (UK)

This year the Japanese Anglican Church has continued to meet monthly at St. Martin's and also met online for bible study. We have new members, but numbers remain fairly constant. For the first half of the year, our activities were very disrupted by my own personal circumstances, having to visit Japan several times on family business.

Attendance at the regular Community Café has grown and has been very popular, not only with our core Japanese community. During the year we have raised money for several important causes, including those impacted by conflict in Ukraine and Gaza (through the charity Embrace the Middle East) and victims of the Turkish/Syrian earthquake.

This year I have been invited three times by the Miyabi Nursery to share stories from the bible with the children and their teachers. A highlight was speaking at their Christmas gathering, when parents also attended. The majority are not Christians, so it was a very precious opportunity to talk about the true meaning of Christmas.

Through these activities, I have encountered many people seeking a listening ear, care, and friendship. Each activity provides me with good occasions to offer pastoral care.

On a personal note, one of my highlights was the renewal, after three years, of my licence as a Local Lay Minister based at St. Martin's. This remains my priority, alongside my other licenced ministry as a commissioned lay minister to the Japanese Community by the Bishop of Edmonton, and as having PtO (Permission to Officiate) as a Reader in the Diocese of Worcester, where I live.

Without your support, none of this could have happened. Thank you

Yuki Johnson *Licensed Lay Minister to the Japanese Anglican Church UK*

SAFEGUARDING REPORT

This report covers both the Safeguarding for St Martin's Church and for the Japanese Anglican Church UK.

In line with the Diocese of London Safeguarding Policy, we review its implementation and all associated procedures and good practice annually. Copies of the full policy are kept by The Parish Office, Jennifer Dudley and with the Church Log Book; a copy is also available on the Diocese of London website. A summary of the policy is available on the notice boards in the church porch and in the church hall. The Safeguarding Policy requires that a full annual report be presented to the parochial church council (PCC) by the Church Safeguarding Officer, at the first PCC each year after the Annual PCC meeting. Below is a brief summary of the key points:

- There have been four alerts raised relating to the safeguarding of children or vulnerable adults.
 - All four cases have now been closed.
- The annual Safeguarding Audit required by the Diocese has been completed during the year, with no actions outstanding.
- The website is monitored to ensure that the correct profile of our Safeguarding Policy is visible to all.
- The Diocese Safeguarding Policy requires that each Parish appoint a Safeguarding Officer, a Children's Champion and one or more evidence checkers for those applying for a Disclosure and Barring Service (DBS) check. Jennifer Dudley is currently our Safeguarding Officer and PJ Grayson our Children's Champion. Shelley Merrick and Bryony Dean Franklin are nominated evidence checkers.
- All staff of the church are up to date with safeguarding training and have the required DBS checks as needed.
- All the current active Junior Church volunteers have the required DBS checks, volunteer agreements and all associated paperwork.
- All the current PCC members have the required DBS checks.

Jennifer Dudley, Parish Safeguarding Officer, 16th April 2024

YOUTH & CHILDREN'S REPORT 2023

- Junior Church attendance has grown again year on year. Last year's report showed average attendance between 12 and 20 children. This year showed a larger and more stable average attendance of between 17 and 22 children each week.
- A 10-week Confirmation class was successfully run and two children were confirmed at St Paul's Cathedral on 30th March.
- A Youth movie night happened on 24th November which was well attended, with around 30 children attending.
- Children and youth work was one of the most mentioned positives when the congregation was asked for feedback in February.
- The 2024 Easter Hunt which happened on a notoriously difficult Sunday for attendance (clocks change, school holidays) had a huge success. Over 30 children attended, with several families attending just for the Easter hunt.
- A guest came in to lead a workshop for Junior Church to teach about sustainability.
- Different engagement methods have been used to engage the children and young people in scripture and theology including:
 - Interactive prayer stations
 - Using everyday items to make different sounds and music
 - Working together to make collaborative artwork for remembrance
 - Exploring accessibility and inclusion
 - Using science experiments to encourage understanding of biblical themes
- Toddler group is now seasonal due to lack of attendance. October event showed 10 attendees, December showed 15, February showed 20.
- Monthly Godly play sessions are run and show good attendance.
- All Junior Church plans, digital resources and papers are uploaded to a Google Drive that all Junior Church leaders have access to in preparation for handover.

PJ Grayson, Youth Apprentice Worker

4TH ACTION BROWNIES AND GUIDES

Amazing news that as I prepare this report, I am also preparing the first session for our brand new Ranger unit (aged 14–18). Obviously next year you will have a report about what they have worked on and achieved. But this new venture is causing a real buzz of excitement in our Guides who are calculating when they will be going to Rangers.

I know I say this every year but we have been incredibly active and have earned our usual mountain of badges! This year a new record was set and one of our Guides was the first in the county to achieve her Gold Award (last year) and then pass all the interest badges in the Badge Book by Easter this year. It is such an amazing achievement that she has her story in our magazine which never really has a story about 1 member on their own. She is now starting Rangers and we look forward to even greater achievements. I should say we also have a Brownie working on the same project with only one badge left to go. So, watch this space because she will also set the new county Brownie record.

Our numbers at Brownies have steadily increased but there are a few vacancies and are looking to recruit some more girls. The Guide Unit is still full having pulled in some Girls from the waiting but there are still more a waiting to join us.

Throughout the year we have run our usual full and exciting programme for both the Brownies and the Guides. Obviously, we can only give you a brief snapshot of some items we cover as we work through our guiding year.

Looking at the Guides first, one of our members attended the County Awards Evening to be presented with her Jack Petchey Award which was presented by the deputy Major of Hounslow. At the same evening, I was presented with the Jack Petchey Leaders award. The county faced the dilemma of who should make the presentation as leaders awards are presented by the County Commission i.e. Me. They came up with the idea that my patrol leaders should be invited and present the award. A great surprise to me. The award was brilliant because it gave a grant for us to enjoy an activity weekend at PACCAR and do many more activities that we could otherwise have afforded.

Both the Guides and the Brownies worked on the Peer Education Badge "Breaking Free". This was a new venture for us and we plan to work on the next one during the year. The trainers for this badge are out county younger leaders and they were really impressed with the way our girls joined in.

The Brownies worked on their Space Badge which included learning lots of things about constellations, planets and astronauts especially Helen Sharman. We have lots of County Days which also work on programme badges which are about our girls meeting others but we want to be seen out and about as well. So, this year our girls have been out a few times on forays to do things like litter picking in the local park and a scavenger hunt. Each time they have been out members of the public have spoken to the leaders about how good they are being and what lovely girls they are. Lastly the Brownies entertained the residents of Torkington House and their parents with an evening of "Brownies got Talent". This was well received and we have been invited to come again!

In addition to our extensive programme units can design badges to raise funds. These badges have to be approved and always include a list of challenges to be achieved. I decided that the 4th could do this. So, I designed a Circus Skills Badge which got approval from Girlguiding. So, we ran a County event to which 110 girls came, learnt basic circus skills and earned the badge. There have been a lot of badge days this year but I am sure you would guess this has had the best feedback with the end saying when can we do this again. It was an exhausting day but boy did we have fun!!!

Jennifer Dudley Brownie (Brown Owl) and Guide (Squirrel) Leader 16th April 2024

COMMUNITY SUB-COMMITTEE UPDATE FOR ANNUAL REPORT 2023

The subgroup currently has 4 active members, covering:

- Social Events
- Supporting our congregation and Community

The group committed a lot of time and effort last year delivering a full schedule of fun and fundraising events as well as vast improvements in our communications.

We have already held a few events this year including a great leaving lunch for Julia which was a great If you feel you could contribute with ideas or support this group, please contact Shelley.

Social Sub-committee: Highlights

St Martin's social events are run by a small team, headed up by Camilla Reid. A huge thanks to her, the rest of the team, as well as all the volunteers who make these events possible and such fun.

The Coronation Street Party was another joyous event with over 200 people joining in the fun, including our local MP, Rupa Huq, the mayor to be and Richard Kornicki, Representative Deputy Lieutenant for Ealing and we were all entertained with a local Morris Dancers group. The event really brought the community together with people from all around the area. It was a great way to showcase the church to newcomers and great example of how we can work with other organisations.

Both the summer and Christmas fairs were great fun, with support as always from the Japanese church. The Christmas fair brought extra magic this year with a live nativity which pulled in many new families and was a great success.

Finally, by popular demand we put on the Harvest Barn Dance again with around 50 attendees, from our congregation and beyond. There was much dancing and feasting.

We raised **£5014** from the fairs, street party and barn dance.

We continue to have up to date testing and insurances in place for our bouncy castle which can be used for our own events as well as hired out.

Events from 2023

Japanese Community Café run throughout the year
Shrove Tuesday Pancake Party in the Vicarage - Feb
Easter Sunday egg hunt and cake stall
Coronation Street Party with CARA - May
Summer Fair - Jun
Ealing Arts Trail - Sep
Harvest Barn Dance - Sep
Bonfire Party - Nov
Christmas Bazaar - Dec

Supporting our congregation and Community: Highlights

- Continued support for the Women's refuge including our Harvest Collection
- Supporting Acton care centre
- Started Ukrainian café and collections including food, clothing and toiletries
- Continued good links with local schools; Twyford C of E school, Japanese school and the Montessori school
- Continued good links with WASPS, volunteer chaplain
- Participation with West London Citizens

Shelley Merrick, Community Sub-Group Co-ordinator

COMMUNICATIONS REPORT 2023

Key highlights and achievements:

- St Martin's Website is showing growth in visitors of between 5-10 each month.
- 2022 I took over as magazine editor, magazines have since been quarterly, several times per issue I have had to refill the magazine stand in the church lobby.
- I wrote the liturgy and took the lead on an LGBTQ+ pride service in June 23 which was advertised locally.
- Designing Orders of Service for special Sunday services, including All Age Services, Education Sunday and Guest Sunday (which included additional writing to improve accessibility for new church attendees)
- Designing all posters, flyers, social media graphics and website graphics and ensuring all images used have the correct copyright.
- Hosted Ealing BEAT 2023 and local artist Robert Newman for second year running.
- Sourced and set up Easter Garden
- Event promotion on local news outlets such as London Diocese events page, Ealing Nub News and local Facebook groups.
- Pitched a living Nativity to PCC for the Christmas fair which showed an increase in attendance to Christmas Fair and an additional £500 in revenue.
- Taking an active role in the Ealing Council Community Champion project, planning the January Mental Health forum and being a key part in Ealing Council delivering Mental Health First Aider training for Community Champions.
- Grant applications, including for the Ukrainian Project and for St Martin's
- Bringing available grants regarding improving access, equipment and sustainability to relevant PCC members.
- Assisting Olena with Ukrainian project where necessary and as needed, being proactive in supporting her work.
- Planning future Ealing Citizens priorities for St Martin's after my departure as part of handover.

PJ Grayson, Communications co-ordinator

ECO CHURCH SUB-COMMITTEE

The group met on 9/11/2023 to review progress since the previous assessment in 2022 on moving towards a net zero carbon footprint for St Martin's church. Using the Net Zero Checklist completed in 2022, looked at progress against the issues identified as priority, to be further investigated, or where other initiatives have addressed the issue highlighted.

Key points:

A	WHERE DO WE START?	
	The building itself:	Update
A1	Maintain the roof and gutters, to prevent damp entering the building and warm air escaping.	The Parish Administrator has arranged for the annual gutter clean, during which a visual inspection of the roof will be made. Ben Mason has kindly offered to conduct an aerial (drone) inspection of the roof when weather permits, to compare with the one done in 2021
	Heating and lighting:	
A10	Replace light bulbs with LED, where simple replacement is possible	The church light bulbs are now all LEDs. Motion sensor LED bulbs have been tried on the Office stairs, but have proved unsuitable. They are being trialled in the Vestry corridor, so that lights switch off once the church is empty. If this works we will also see if similar light bulbs would be feasible in the toilets, and at the back of the church.
B	WHERE DO WE GO NEXT?	
	The building itself:	
B3	Consider creating one or more smaller (separately heatable) spaces for smaller events.	The PCC, and the Worship sub group, are considering options for when the colder weather becomes an issue..

Liza Ambridge, Eco-Church sub-group co-ordinator

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2023

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Interregnum

Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

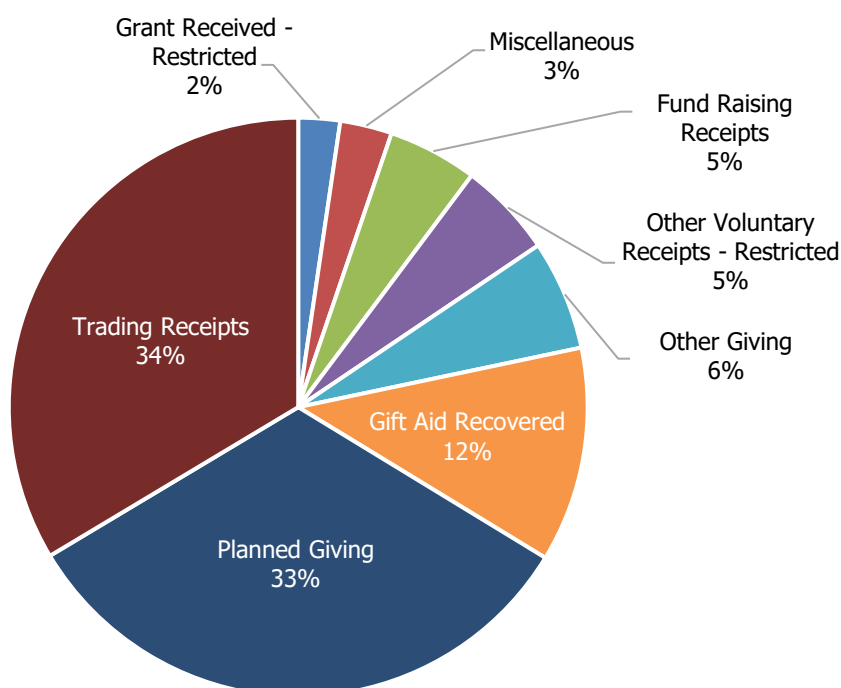
The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2023

Introduction

I present the Treasurer's Report for the year ended 31 December 2023. On behalf of the PCC, I would like to thank each and every one of you for the continued support you have given to St Martin's.

Income



Continued Decrease in Income from Donation and Legacies

The income from total donations and legacies decreased to £68,106 in 2023, excluding the one-off Legacies, we have seen similar level of decrease year-on-year since 2020. The most concerning part of this trend is Planned Giving has decreased by almost 22% since 2019, the last full year pre-COVID.

On the other hand, Plate Giving has shown a modest increase to £7,302 from £6,209 last year. While this is a positive change, the amount is only about 60% of what we collected pre-COVID. Both reductions have a direct impact on the amount we recovered from Gift Aid, which is significantly lower this year.

Income from Charitable and Trading Activities

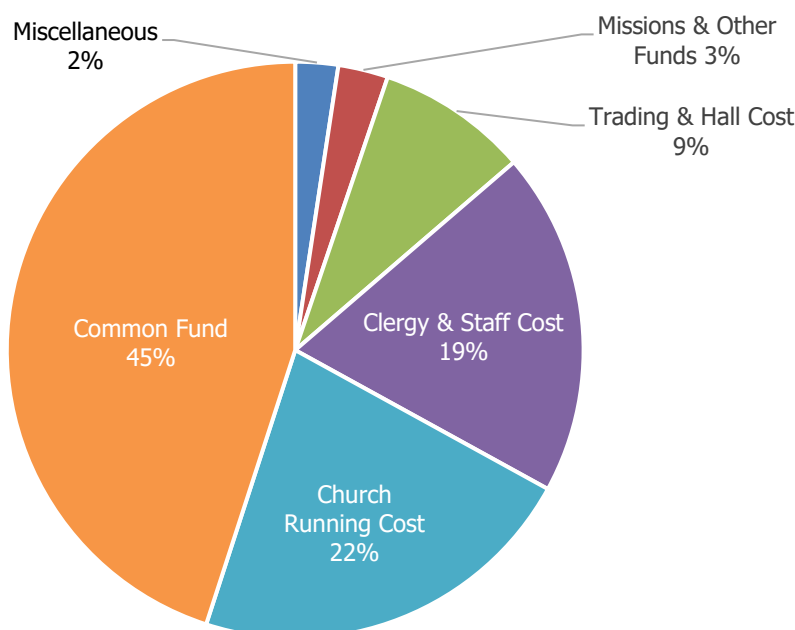
With the signing of the new 5-year lease for the Hall starting from September 2022, Trading Income has been relatively stable and it is expected to remain so over the medium term. For the second year running, income from Trading Activities is more than Planned Giving.

Fund Raising Receipts were mostly made up of the income from the Street Party, Summer Fair and Christmas Bazaar, which were hugely popular with the congregation and local residents.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2023

Expenditure



Decrease in Total Expenditure

Total Expenditure has decreased to £126,135 in 2023. This was because we started to recover part of the Hall energy cost from the tenants. Additional point to note are as follows:

- Common Fund: Our contribution to the Common Fund in 2023 was unchanged at £56,800 following an agreement with the Diocesan of London. This has increased to become 45% of total expenditure due to the decrease in total expenditure. As the Planned Giving continued to decrease year-on-year, the "Commitment Gap" has widened over the last two years again.
- Missions and Other Funds (Note 6): Despite of our reduced income, we have been able to maintain our spending in Charitable Givings and Missions roughly at the same level as last year. We ran regular Café and Art Classes for the Ukrainian refugees which had been well attended. This would not have been possible without your generous support and a grant from Ealing Deanery Synod.
- Church Running Cost (Note 8): The increase was mainly due to the higher energy costs in the year.
- Clergy and Staff Cost (Note 9): The decrease was mainly due to savings in Organist usage and the reduced repair and maintenance cost for the Vicarage and St Martin's Cottage.

Repayments for London Diocesan Fund Loan ceased in September 2023

The total repayment in 2023 was £3,328 and the loan has been fully repaid in August 2023.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2023

Result for the year

The consolidated decrease in funds for the year was £7,254 (2022: £30,863 increase) of which the deficits of £3,405 and £3,849 could be attributed to the unrestricted and restricted funds respectively.

Going Concern

We expect the income from donation to remain at a reduced level in 2024. Our 2024 budget projected a £23,000 deficit for the year ended 31 December 2024, which will be covered by the reserves. As a result, the PCC has adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy is to maintain sufficient free reserves (if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income from Donations and Legacies					
Planned Giving		38,894		38,894	41,190
Other Giving		7,302		7,302	6,209
Other Giving - Japanese Anglican Church		270		270	205
Other Voluntary Receipts	2	1,011	6,339	7,350	42,546
Gift Aid Recovered		14,290		14,290	21,584
		<u>61,767</u>	<u>6,339</u>	<u>68,106</u>	111,734
Income from Charitable Activities					
Grant Received			2,772	2,772	300
PCC Fees		582		582	1,060
Agency Fees		1,504		1,504	1,528
		<u>2,086</u>	<u>2,772</u>	<u>4,858</u>	2,888
Income from Other Trading Activities					
Fund Raising Receipts	3	5,947		5,947	5,597
Trading Receipts	4	39,946		39,946	42,119
		<u>45,893</u>		<u>45,893</u>	47,716
Investment and Other Income					
Deposit Interest Received		24		24	10
		<u>24</u>		<u>24</u>	10
Total Incoming Resources		109,770	9,111	118,881	162,348
Expenditure					
Common Fund		56,800		56,800	56,800
Charitable Giving	5		51	51	-
Missions and Other Funds	6	1,810	1,689	3,499	3,536
Cost of Fund Raising	7	1,149		1,149	151
Church Running Cost	8	25,569	2,220	27,789	25,496
Clergy and Staff Cost	9	15,286	9,000	24,286	28,318
Governance	10	350		350	650
Agency Fees	11	1,504		1,504	1,528
Trading and Hall Cost	12	10,707		10,707	15,006
Total Expenditure		<u>113,175</u>	<u>12,960</u>	<u>126,135</u>	131,485
Net Movement		(3,405)	(3,849)	(7,254)	
Fund Balance as at 1 January 2023		496,747	68,091	564,838	
Fund Balance as at 31 December 2023		<u>493,342</u>	<u>64,242</u>	<u>557,584</u>	

The notes on Page 8 to 14 form part of these financial statements.

The Parochial Church Council of St Martin's West Acton

Balance Sheet as at 31 December 2023

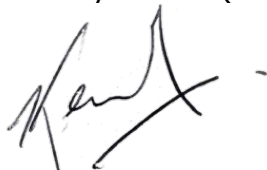
	Notes	£	Total 2023 £	Total 2022 £
Fixed Assets				
Tangible Fixed Assest: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	8,090		16,000
Cash at Bank		161,674		164,916
Cash at CCLA Deposit Account		777		754
Cash in Hand		13		116
			170,554	181,786
Current Liabilities				
LDF Loan Due Within 1 Year		-		3,328
Creditors and Accruals	15	15,626		16,276
			15,626	19,604
Net Current Assets / (Liabilities)			154,928	162,182
Net Assets / (Liabilities)			557,584	564,838
Funds				
Unrestricted Funds	16		493,342	496,747
Restricted Funds	16		64,242	68,091
Fund Balance as at 31 December			557,584	564,838

The notes on Page 8 to 14 form part of these financial statements.

Approved by the Parochial Church Council on 12 May 2024 and signed on its behalf by the Churchwarden, Mrs Shelley Merrick, and the Treasurer, Mr Kenneth Chan.



Mrs Shelley Merrick (Churchwarden)



Mr Kenneth Chan (Treasurer)

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
2. Other Voluntary Receipts				
Occasional Donations	1,011		1,011	1,585
One-off Gifts		3,000	3,000	40,000
Poppies		-	-	27
Church Heating Campaign		700	700	350
Children's Society		91	91	113
Christian Aid		20	20	-
Refugee Fund		958	958	471
Clavinova		1,520	1,520	-
Mission to Seafarers		51	51	-
	<u>1,011</u>	<u>6,339</u>	<u>7,350</u>	<u>42,546</u>
3. Fund Raising Receipts				
Summer Fair	1,680		1,680	1,841
Cake Sale	128		128	-
Christmas Bazaar	3,107		3,107	2,729
Street Party	662		662	554
Candles Sale	-		-	48
Barn Dance	371		371	325
Journey of the Magi	-		-	101
	<u>5,947</u>		<u>5,947</u>	<u>5,597</u>
4. Trading Receipts				
Rental - Hall	31,385		31,385	32,161
Rental - Church	8,340		8,340	9,900
Rental - Parish Room	200		200	-
Magazine	21		21	58
	<u>39,946</u>		<u>39,946</u>	<u>42,119</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
5. Charitable Giving				
Mission to Seafarers		51	51	-
	-	51	51	-
6. Missions and Other Funds				
Junior Church	642		642	639
Projector Grant			-	1,410
Citizens UK	1,168		1,168	1,487
Ukrainian Café		1,689	1,689	
	1,810	1,689	3,499	3,536
7. Cost of Fund Raising				
Christmas Bazaar	949		949	-
Summer Fair	200		200	-
Zettle			-	106
Journey of the Magi			-	45
	1,149		1,149	151
8. Church Running Cost				
Requisites	374		374	782
Organ and Piano Tuning	466	1,520	1,986	450
Flowers	105		105	-
Parish Office	4,963		4,963	4,981
Church and Churchyard Upkeep	3,575		3,575	4,605
Repairs and Maintenance	1,399		1,399	2,327
Utilities	6,774	700	7,474	5,056
Insurance	6,550		6,550	6,000
Licence and Fees	1,363		1,363	1,295
	25,569	2,220	27,789	25,496

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
9. Clergy and Staff Cost				
Clergy Expenses	354		354	121
Apprenticeship Scheme Youth Worker		6,000	6,000	6,000
Choir Director	1,945	3,000	4,945	3,890
Organists	1,030		1,030	4,460
Parish Office Administrator	11,500		11,500	11,500
Vicarage Cost	337		337	1,472
St Martin's Cottage Cost	120		120	875
	<u>15,286</u>	<u>9,000</u>	<u>24,286</u>	<u>28,318</u>
10. Governance				
PCC Cost			-	300
Account Examination Fee	350		350	350
	<u>350</u>		<u>350</u>	<u>650</u>
11. Agency Fees				
Service Fees for LDF	1,504		1,504	1,528
	<u>1,504</u>		<u>1,504</u>	<u>1,528</u>
12. Trading and Hall Cost				
Legal and Professional Fees	1,020		1,020	-
Cleaning	2,800		2,800	6,034
Repairs and Maintenance	320		320	270
Utilities	5,564		5,564	7,900
Licence and Fees	1,004		1,004	802
	<u>10,707</u>		<u>10,707</u>	<u>15,006</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
13. Tangible Fixed Assests				
	Buildings		Total	Total
Balance Brought Forward	402,656		402,656	402,656
Addition	-		-	-
Disposal	-		-	-
Balance Carried Forward	<u>402,656</u>		<u>402,656</u>	<u>402,656</u>
14. Debtors and Prepayments				
Trading & Hall Cost - Utilities	8,090		8,090	-
Gift Aid Recovered Due From HMRC	-		-	16,000
	<u>8,090</u>		<u>8,090</u>	<u>16,000</u>
15. Creditors and Accruals				
Unclaimed Expenses	120		120	120
Service Fees for LDF	9,156		9,156	7,652
Account Examination Fee	350		350	350
Apprenticeship Scheme Parish Fee	6,000		6,000	6,000
Trading & Hall Cost - Utilities	-		-	2,154
	<u>15,626</u>		<u>15,626</u>	<u>16,276</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

16. Church Funds

	Balance b/f	Income	Expenditure	Balance c/f
Unrestricted Funds				
General	469,918	109,770	(113,175)	466,513
32.5k Fund	25,105			25,105
Designated - St Martin's Music Society	79			79
Designated - St Martin's Players	784			784
Designated - Stay & Play	155			155
Designated - Vicar's Discretionary Fund	706			706
Total Unrestricted Funds	496,747	109,770	(113,175)	493,342
Restricted Funds				
Children's Society	696	90		786
Refugee Fund	771	3,730	(1,689)	2,812
Poppies	27			27
Christian Aid	-	20		20
Church Heating Campaign	-	700	(700)	-
Clavinova	-	1,520	(1,520)	-
Mission to Seafarers	-	51	(51)	-
Godly Play	-	3,000		3,000
Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	26,000		(9,000)	17,000
Fabric Fund	40,000			40,000
RNLI	30			30
Projector Grant	190			190
Women's Refuge	260			260
Total Restricted Funds	68,091	9,111	(12,960)	64,242
Total Church Funds	564,838	118,881	(126,135)	557,584

The Parochial Church Council of St Martin's West Acton

Independent Examiner's Report to the Trustees / Members

I report on the financial statements for the year ended 31 December 2023 which are set out on pages 6 to 14.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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Mr Amandeep S Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

30 April 2024

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2023

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Interregnum

Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

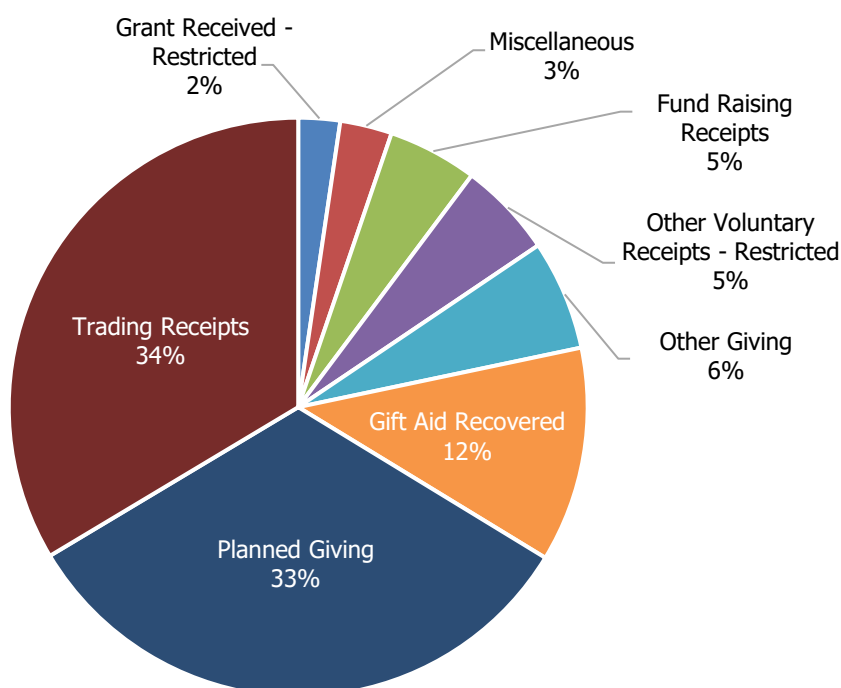
The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2023

Introduction

I present the Treasurer's Report for the year ended 31 December 2023. On behalf of the PCC, I would like to thank each and every one of you for the continued support you have given to St Martin's.

Income



Continued Decrease in Income from Donation and Legacies

The income from total donations and legacies decreased to £68,106 in 2023, excluding the one-off Legacies, we have seen similar level of decrease year-on-year since 2020. The most concerning part of this trend is Planned Giving has decreased by almost 22% since 2019, the last full year pre-COVID.

On the other hand, Plate Giving has shown a modest increase to £7,302 from £6,209 last year. While this is a positive change, the amount is only about 60% of what we collected pre-COVID. Both reductions have a direct impact on the amount we recovered from Gift Aid, which is significantly lower this year.

Income from Charitable and Trading Activities

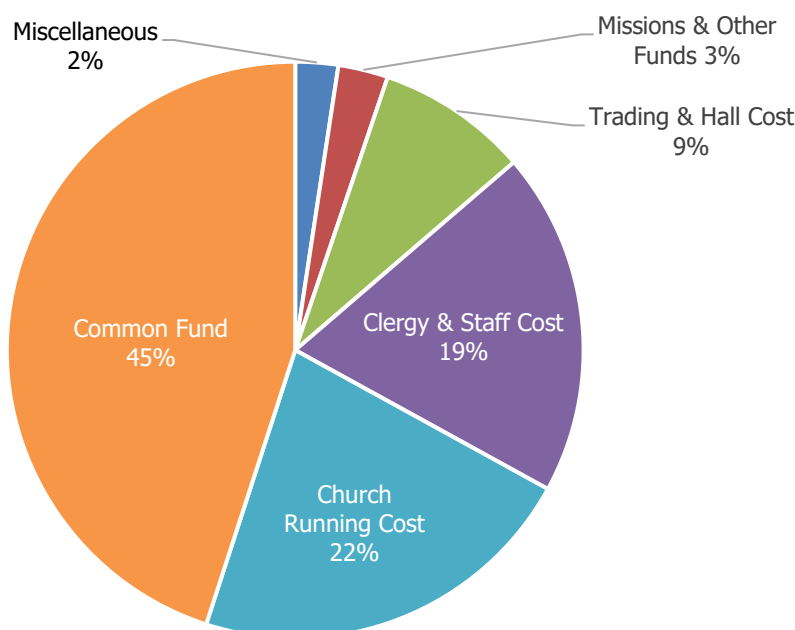
With the signing of the new 5-year lease for the Hall starting from September 2022, Trading Income has been relatively stable and it is expected to remain so over the medium term. For the second year running, income from Trading Activities is more than Planned Giving.

Fund Raising Receipts were mostly made up of the income from the Street Party, Summer Fair and Christmas Bazaar, which were hugely popular with the congregation and local residents.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2023

Expenditure



Decrease in Total Expenditure

Total Expenditure has decreased to £126,135 in 2023. This was because we started to recover part of the Hall energy cost from the tenants. Additional point to note are as follows:

- Common Fund: Our contribution to the Common Fund in 2023 was unchanged at £56,800 following an agreement with the Diocesan of London. This has increased to become 45% of total expenditure due to the decrease in total expenditure. As the Planned Giving continued to decrease year-on-year, the "Commitment Gap" has widened over the last two years again.
- Missions and Other Funds (Note 6): Despite of our reduced income, we have been able to maintain our spending in Charitable Givings and Missions roughly at the same level as last year. We ran regular Café and Art Classes for the Ukrainian refugees which had been well attended. This would not have been possible without your generous support and a grant from Ealing Deanery Synod.
- Church Running Cost (Note 8): The increase was mainly due to the higher energy costs in the year.
- Clergy and Staff Cost (Note 9): The decrease was mainly due to savings in Organist usage and the reduced repair and maintenance cost for the Vicarage and St Martin's Cottage.

Repayments for London Diocesan Fund Loan ceased in September 2023

The total repayment in 2023 was £3,328 and the loan has been fully repaid in August 2023.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2023

Result for the year

The consolidated decrease in funds for the year was £7,254 (2022: £30,863 increase) of which the deficits of £3,405 and £3,849 could be attributed to the unrestricted and restricted funds respectively.

Going Concern

We expect the income from donation to remain at a reduced level in 2024. Our 2024 budget projected a £23,000 deficit for the year ended 31 December 2024, which will be covered by the reserves. As a result, the PCC has adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy is to maintain sufficient free reserves (if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income from Donations and Legacies					
Planned Giving		38,894		38,894	41,190
Other Giving		7,302		7,302	6,209
Other Giving - Japanese Anglican Church		270		270	205
Other Voluntary Receipts	2	1,011	6,339	7,350	42,546
Gift Aid Recovered		14,290		14,290	21,584
		<u>61,767</u>	<u>6,339</u>	<u>68,106</u>	111,734
Income from Charitable Activities					
Grant Received			2,772	2,772	300
PCC Fees		582		582	1,060
Agency Fees		1,504		1,504	1,528
		<u>2,086</u>	<u>2,772</u>	<u>4,858</u>	2,888
Income from Other Trading Activities					
Fund Raising Receipts	3	5,947		5,947	5,597
Trading Receipts	4	39,946		39,946	42,119
		<u>45,893</u>		<u>45,893</u>	47,716
Investment and Other Income					
Deposit Interest Received		24		24	10
		<u>24</u>		<u>24</u>	10
Total Incoming Resources		109,770	9,111	118,881	162,348
Expenditure					
Common Fund		56,800		56,800	56,800
Charitable Giving	5		51	51	-
Missions and Other Funds	6	1,810	1,689	3,499	3,536
Cost of Fund Raising	7	1,149		1,149	151
Church Running Cost	8	25,569	2,220	27,789	25,496
Clergy and Staff Cost	9	15,286	9,000	24,286	28,318
Governance	10	350		350	650
Agency Fees	11	1,504		1,504	1,528
Trading and Hall Cost	12	10,707		10,707	15,006
Total Expenditure		<u>113,175</u>	<u>12,960</u>	<u>126,135</u>	131,485
Net Movement		(3,405)	(3,849)	(7,254)	
Fund Balance as at 1 January 2023		496,747	68,091	564,838	
Fund Balance as at 31 December 2023		<u>493,342</u>	<u>64,242</u>	<u>557,584</u>	

The notes on Page 8 to 14 form part of these financial statements.

The Parochial Church Council of St Martin's West Acton

Balance Sheet as at 31 December 2023

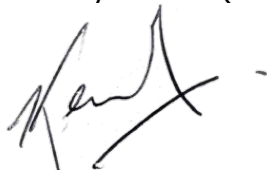
	Notes	£	Total 2023 £	Total 2022 £
Fixed Assets				
Tangible Fixed Assest: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	8,090		16,000
Cash at Bank		161,674		164,916
Cash at CCLA Deposit Account		777		754
Cash in Hand		13		116
			170,554	181,786
Current Liabilities				
LDF Loan Due Within 1 Year		-		3,328
Creditors and Accruals	15	15,626		16,276
			15,626	19,604
Net Current Assets / (Liabilities)			154,928	162,182
Net Assets / (Liabilities)			557,584	564,838
Funds				
Unrestricted Funds	16		493,342	496,747
Restricted Funds	16		64,242	68,091
Fund Balance as at 31 December			557,584	564,838

The notes on Page 8 to 14 form part of these financial statements.

Approved by the Parochial Church Council on 12 May 2024 and signed on its behalf by the Churchwarden, Mrs Shelley Merrick, and the Treasurer, Mr Kenneth Chan.



Mrs Shelley Merrick (Churchwarden)



Mr Kenneth Chan (Treasurer)

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
2. Other Voluntary Receipts				
Occasional Donations	1,011		1,011	1,585
One-off Gifts		3,000	3,000	40,000
Poppies		-	-	27
Church Heating Campaign		700	700	350
Children's Society		91	91	113
Christian Aid		20	20	-
Refugee Fund		958	958	471
Clavinova		1,520	1,520	-
Mission to Seafarers		51	51	-
	<u>1,011</u>	<u>6,339</u>	<u>7,350</u>	<u>42,546</u>
3. Fund Raising Receipts				
Summer Fair	1,680		1,680	1,841
Cake Sale	128		128	-
Christmas Bazaar	3,107		3,107	2,729
Street Party	662		662	554
Candles Sale	-		-	48
Barn Dance	371		371	325
Journey of the Magi	-		-	101
	<u>5,947</u>		<u>5,947</u>	<u>5,597</u>
4. Trading Receipts				
Rental - Hall	31,385		31,385	32,161
Rental - Church	8,340		8,340	9,900
Rental - Parish Room	200		200	-
Magazine	21		21	58
	<u>39,946</u>		<u>39,946</u>	<u>42,119</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
5. Charitable Giving				
Mission to Seafarers		51	51	-
	-	51	51	-
6. Missions and Other Funds				
Junior Church	642		642	639
Projector Grant			-	1,410
Citizens UK	1,168		1,168	1,487
Ukrainian Café		1,689	1,689	
	1,810	1,689	3,499	3,536
7. Cost of Fund Raising				
Christmas Bazaar	949		949	-
Summer Fair	200		200	-
Zettle			-	106
Journey of the Magi			-	45
	1,149		1,149	151
8. Church Running Cost				
Requisites	374		374	782
Organ and Piano Tuning	466	1,520	1,986	450
Flowers	105		105	-
Parish Office	4,963		4,963	4,981
Church and Churchyard Upkeep	3,575		3,575	4,605
Repairs and Maintenance	1,399		1,399	2,327
Utilities	6,774	700	7,474	5,056
Insurance	6,550		6,550	6,000
Licence and Fees	1,363		1,363	1,295
	25,569	2,220	27,789	25,496

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
9. Clergy and Staff Cost				
Clergy Expenses	354		354	121
Apprenticeship Scheme Youth Worker		6,000	6,000	6,000
Choir Director	1,945	3,000	4,945	3,890
Organists	1,030		1,030	4,460
Parish Office Administrator	11,500		11,500	11,500
Vicarage Cost	337		337	1,472
St Martin's Cottage Cost	120		120	875
	<u>15,286</u>	<u>9,000</u>	<u>24,286</u>	<u>28,318</u>
10. Governance				
PCC Cost			-	300
Account Examination Fee	350		350	350
	<u>350</u>		<u>350</u>	<u>650</u>
11. Agency Fees				
Service Fees for LDF	1,504		1,504	1,528
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The Parochial Church Council of St Martin's West Acton

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Trading & Hall Cost - Utilities	8,090		8,090	-
Gift Aid Recovered Due From HMRC	-		-	16,000
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Godly Play	-	3,000		3,000
Diocesan Lent Appeal	80			80
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Fabric Fund	40,000			40,000
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Mr Amandeep S Bhogal
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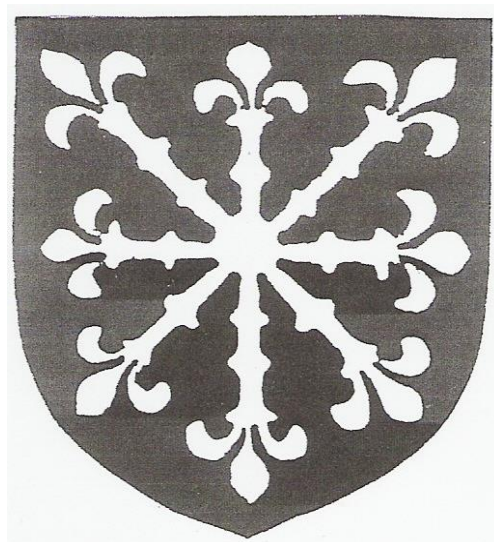
30 April 2024

Accounts

St. Martin's Church West Acton

Parish Reference Number: 22.14

Registered Charity no. 1132976



Annual Report 2022

Annual Report of the Parochial Church Council of St Martin's West Acton

PCC DIGEST

Last year the St Martins Parish Council undertook a new way of working where the main PCC met less frequently, and the work of running the church was done by five subcommittee, Worship, Mission, Community, Fabric and Finance and Ecology, and the Japanese Church has also been meeting as usual.

The main church council has met 8 times in the last year, including one special meeting to formulate the EDI policy with Archdeacon Catherine. The subgroups, Worship. Mission, Community, Japanese Church, Youth and Communications and Eco have met separately from this, and the reports from them are part of this document. There are also reports on Safeguarding and on the activities of the Guides and Brownies.

The PCC dealt with the preparation for and the carrying of the Quinquennial review, and the report back was very encouraging and showed that the congregation is committed to and engaged in the running of the church both as a place to worship and gain spiritual guidance from and to be part of the local community. We took part in the Jubilee celebrations along with the local resident's association.

We looked t the possibility of joining **Inclusive Church**, and had a speaker from them at one meeting. However it was felt that St Martin's was not yet ready to take this idea further, and would re visit it later,

Lynne Armstrong

1. PRIEST'S REPORT FOR APCM

The last year has been filled with challenges and opportunities. The main challenge has been recovering from the pandemic and getting back to 'normal'. We also had the financial challenge of very high heating costs in the winter. But by the grace of God, we have re-established patterns of worship and activities and managed to pay the bills - all signs that we are a healthy church. I am very grateful for everyone's generosity and participation in the different activities of the church.

In terms of the number of people attending church and on the electoral roll, we haven't seen any growth in our church numbers. This is for two reasons: people not returning after Covid and long-standing members passing away. But we have seen a growth in our young people and families which has been a great blessing to us.

Over the last year we have had a programme of worship services and events including: parish communion services; All Age services; Baptisms; Confirmations and various 'specials' at Christmas and Easter. The Junior Church is thriving and am grateful to all who help with that ministry. The Stay and Paly toddler group is also popular and runs weekly.

Other highlights for the year: we had a fantastic jubilee celebration for the late Queen with a street party in June; a barn dance in October and various other social activities; we started a new Junior Choir; introduced Godly Play for our young people; developed a new website and improved our social media communications systems.

We have also been pro-active in our charitable giving. We support the Women's refuge, Emmaus House- (supporting the homeless), the Children's Society and the Mission to Seafarers. We have also been active in community outreach - supporting Ukrainian refugees who live in the area. This is in

the form of a community café providing food, clothes, and other help on a Sunday afternoon once a month. We are also active members of the Ealing Citizens Project, hosting an assembly here with the Bishop in January.

It is a privilege being your priest and I would like to thank all those that help in so many ways. The PCC, the sub-groups of the PCC, the sides-people, our servers, the choir and our musicians. All who help with the admin. Our church warden Ben, our associate priest Rev Bryony Franklin, our apprentice youth worker PJ Grayson.

Looking forward we need to focus on encouraging more people to join St Martin's church and worship with us. I pray God continues to bless us and that we grow in faith, hope and love.

Rev Julia Palmer

2. ELECTORAL ROLL

The Electoral Roll stands at 155, which is an increase of 6 from last year.

3. ECO CHURCH SUB-COMMITTEE

The eco church sub-committee is tasked with reducing the church carbon footprint and identifying areas in which there are opportunities for taking greater care of God's creation. St Martin's has already achieved the Eco Church Bronze Award from A Rocha, but there much more to do.

In the past year:

Mike Robinson attended the Care Creation Worksop, from which some of the action points we identified were:

1. Complete the Net Zero Checklist for St Martin's, to assess where we are and what we could do next. This has been done, and we identified the following

- a) ensure regular maintenance of all roofs and gutters
- b) explore possibilities to switch to all renewable energy supplies
- c) look to decrease energy usage where possible by making efficiencies in the way in which church buildings are used
- d) aim to raise funds to double glaze all remaining areas of glazing in the church hall, which are currently a major route of heat loss and energy inefficiency

2. Invite a speaker to preach/talk to the congregation in more detail about what is possible.

Steve Paynter (St Mary's, South Ealing), preached in February 2023 on what we can do to take on the task of Caring for God's Creation

3. Explore the possibility of getting a professional Energy Audit of the church and hall. Would it be possible to combine and share costs with parishioners also wanting energy audits of their homes. This is yet to be done

An application has been made to the London Community Energy Fund for a grant to enable us to implement a feasibility study to assess the possibilities of installing solar panels on the church and upgrading/refurbishing/replacing the current heating system in the church. We have yet to hear the outcome.

Liza Ambridge, Jennifer Dudley, Bryony Franklin, Mike Robinson, Anna Sargent

4 JAPANESE ANGLICAN CHURCH (UK)

One of our highlight events this year was the special morning eucharist on October 16th, to mark the 15th anniversary of the founding the Japanese Anglican Church (UK).

at St. Martin's. The guest preacher was Rt. Revd Dr Michael Ipgrave, Bishop of Lichfield, who spoke in English and Japanese. It was a wonderful, united celebration.

Japanese members also joined the morning All-Age service on August 7th to mark the anniversary of the atomic bombings on Hiroshima and Nagasaki and to pray for victims and survivors.

We also held a memorial service for victims of the Great Eastern Japan Earthquake and Tsunami, the 11th anniversary of the disaster on March 11th 2011.

We are grateful that these special services were held with the generous support of St Martin's and many regular visitors to the Community Café, which has continued through the year.

After the pandemic we found attendances had dropped off at our regular monthly worship, on the afternoon of the 3rd Sunday of the month. We have struggled to attract new members. In contrast the Community Café is still very popular, and we find it a very important opportunity to introduce St Martin's to others, as well as support those who come.

Through the year I have been invited to make occasional visits to the nearby Miyabi Nursery (Wasps) sharing Bible stories in Japanese with the children, their parents and staff.

In 2022 I completed the Funeral Ministry for Lay Leaders course with the Diocese of Worcester, where I live. I hope this will be useful for the Japanese community when it is needed. Without your support, none of this could have happened. Thank you.

Yuki Johnson

5. WORSHIP SUB COMMITTEE

Over the last year we have had 8 meeting where we plan the worship for the church. the main service is 10am on a Sunday morning and this is primarily a parish communion service. On the first Sunday of the month we regularly have a non-communion 'All Age Service.' On various themes.

The Book of Common prayer service continues on the first Sunday of the month at 8am, although numbers for this are very low. We also have evening prayer on Sunday on Zoom. The mid-week communion service is well attended.

Various guest speakers have attended throughout the year and at advent, Christmas and Lent we have seasonal worship and study courses. The Junior Church is thriving and we have introduced Godly Play for our young people.

The choirs play an important part in our worship at St Martins and I would like to thank all those that help with this very inspirational ministry.

Julia

6. 4TH ACTON BROWNIES AND GUIDES

We have been incredibly active and have earned our usual mountain of badges! I am pleased to report that we have had another Guide gain all six of the programme Theme awards, and gaining the highest award possible at Guides and Brownies – the Gold Award. In addition, two girls are very close just needing to complete their additional challenge. We have five Guides that have gained their Silver Award and Six Guides their Bronze Award. The Brownies have also done extremely well, with six Brownies gaining their Gold Award and four more with just their challenge to complete. The Brownies have achieved seven Silver Awards and seven Bronze Awards. The girls love to complete the weekly activities that add up towards completing badges and themes. I am often asked what they need to do to gain their next award.

At Brownies we have a few vacancies and are looking to recruit some more girls. The Guide Unit is now full with a waiting list of girls who would like to join us. Throughout the year we have run our usual full and exciting programme for both the Brownies and the Guides. Obviously, we can only give you a brief snapshot of some items we cover as we work through our guiding year.

Looking at the Guides first, one of our members attended the County Awards Evening to be presented with her Jack Petchey Award which was presented by the Major of Ealing. In addition, the girls have enjoyed an evening of bowling, some went to a residential at the PACCAR camp and activity site and we are all hoping to return there in October this year. Every year we join in the Parliament Week Initiative which this year included the Guides writing letters to Rupa Huq MP and she wrote each girl an individual reply that they were thrilled to receive.

The Brownies worked on their Local History Badge which included learning lots of things about Acton. One item they did for this was to cook something and for this badge they cooked a medieval cake (similar to our flapjacks). They cooked it and had to review its taste. The Brownies were shocked to make a cake with no sugar as it had not been discovered yet (how could this be true!). They also worked on their Jobs badge. For one of those clauses The Brownies invited parents in to 'interrogate' them about their work. The feedback from the parents was that it was terrifying! The Brownies however enjoyed asking lots of questions and being in control of the content covered.

This year the Brownies and Guides have been thinking about others especially those less fortunate than themselves. They have worked on badges that examined the whole Food Share movement and its related issues. As part of this our girls collected and donated items to the Harvest Appeal. In addition, they made Christmas donations to the Women's Refuge and Torkington House Residential Home. At one point in the year, we worked on random acts of kindness. For this the girls made cards, the Brownies planted bulbs and the Guides violas. These were then put on doorsteps of some of our neighbours around St Martins. The response to this, whilst from only a few, was very gratifying. Jennifer Dudley Brownie (Brown Owl) and Guide (Squirrel) Leader 15th April 2023 and Brownies

7. SAFEGUARDING REPORT

This report covers both the Safeguarding for St Martin's Church and for the Japanese Anglican Church UK.

In line with the Diocese of London Safeguarding Policy, we review its implementation and all associated procedures and good practice annually. Copies of the full policy are kept by The Parish Office, Jennifer Dudley and with the Church Log Book; a copy is also available on the Diocese of London website. A summary of the policy is available on the notice boards in the church porch and in

the church hall. The Safeguarding Policy requires that a full annual report be presented to the parochial church council (PCC) by the Church Safeguarding Officer, at the first PCC each year after the Annual PCC meeting. Below is a brief summary of the key points:

☑ There have been three alerts raised relating to the safeguarding of children or vulnerable adults.

- o The first case has now been closed.
- o The second case has also now been closed.
- o The third case is also closed.

The annual Safeguarding Audit required by the Diocese has been completed during the year, with two actions outstanding.

The website is monitored to ensure that the correct profile of our Safeguarding Policy is visible to all.

The Diocese Safeguarding Policy requires that each Parish appoint a Safeguarding Officer, a Children's Champion and one or more evidence checkers for those applying for a Disclosure and Barring Service (DBS) check. Jennifer Dudley is currently our Safeguarding Officer and PJ Grayson our Children's Champion. Shelley Merrick and Bryony Dean Franklin are nominated evidence checkers.

All staff of the church are up to date with safeguarding training and have the required DBS checks as needed. ☑ All the current active Junior Church volunteers have the required DBS checks, volunteer agreements and all associated paperwork.

Jennifer Dudley, Parish Safeguarding Officer, 15th April 2023

8. MISSION SUB GROUP

Mission projects sub-committee Report for APCM May 2023 (for reporting period January to December 2022)

The aim of the mission projects sub-committee is to build the kingdom of God in this parish by reaching out into the community, building relationships, growing the church, and taking action on social justice issues. During 2022, the sub-committee met three times, in March, June, and September. We updated our Mission Projects Action Plan, as outlined in the table below, structured according to the Anglican Communion's Five Marks of Mission:

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

The table below summarises the projects we have worked on, their associated objectives, and progress during 2022.

Project	Objective	Progress and next steps
1. To proclaim the Good News of the Kingdom		
Youth event(s)	To build relationships with local young people who are older than those who typically attend our junior church.	We ran a confirmation group with six young people during 2022, building relationships as well as having all six confirmed in January 2023. We are next setting up a one-off social youth event to which we will invite young people from other local churches, with a date being planned for June 2023.
St Martins 'Stay and Play' parent and baby / toddler group	To continue to support and build relationships with local parents/carers and preschool children to build stronger communities and better links with the church.	This has been going well with some families attending church on occasion. Zuzana Chan's help and support has been hugely valued. The special Easter session was a particular success. We continue to advertise, including themed sessions for key seasons such as Christmas and Easter.
2. To teach, baptise and nurture new believers		
Junior choir	To support young people in growing their faith through leading musical worship.	Junior choir restarted, and continues to go well, although we would welcome more young people to join.
Confirmation classes	To develop adults and young people in developing their faith and making a public commitment to this.	We ran confirmation classes in Autumn 2022, as above. We also ran a successful Lent course for adults using one of the Pilgrim course resources. We plan to run another Pilgrim-based course in the near future.
3. To respond to human need by loving service		
Supporting Ukrainian families	To support local Ukrainian people in both practical needs and connecting with one another	We initially ran a one-off "café" event one Sunday afternoon to allow Ukrainian people to connect with one another and share their practical needs, so that we could explore ways of supporting these needs. This was a huge success and has evolved into events every 6 weeks or so, led by Olena and other Ukrainian neighbours. Events have included legal advice, access to donated clothes and food, and crafts and music.
Outward giving	To give 2% of our income to charity during 2022, and then increase 2%	The PCC / finance committee agreed to factor this into financial planning.

	year on year up to 10%, to support those in need.	
4. To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation		
Ealing Citizens	To support local needs in relation to mental health and special educational needs (SEN).	We continue to advocate for, and support, the initiative to pilot the training of mental health and SEN champions as agreed with Ealing Council.
5. To strive to safeguard the integrity of creation, and sustain and renew the life of the earth		
Eco church	To take further steps in our journey to better care for God's creation.	The Eco group is now a separate group, chaired by Liza Ambridge. We are continuing to support as needed. We were awarded our Bronze Eco Church award in May 2022.

Rev Bryony Dean Franklin, April 2023

9. COMMUNICATIONS MANAGER REPORT 22-23

Key Outcomes

1. To develop and implement a communication strategy, including guidelines for use of the St Martins social media channels.
 - a. Social Media Policy written and agreed by PCC
 - b. Communication strategy in development
2. To establish a regular social media presence for St Martins.
 - a. Key events are regularly shared to local Facebook groups where good engagement is shown. Christmas leaflets reached around 1800 people, Ukrainian drop in leaflets reached around 1600 people.
3. To maintain and update the new website, including finalisation of logo
 - a. Website is updated weekly
4. Review the outside signage of the church (blue display boards) and update.
 - a. New signage was proposed at March PCC meeting and an application for Ealing Deanery Mission Fund has been put in to cover costs of new signs.
5. Update the large banners for fairs and events.
 - a. Design of new banner is current in progress, application to buy a new banner has been put into Ealing Deanery Mission Fund to cover the cost of the new banner and an A board.
6. Design and implement keeping in touch/connection cards.

a. Connection cards and business cards detailing services are at the back of the church, a concept Welcome Pack is in development pending approval by PCC.

7. To take the lead in community work with Citizens UK including: development of Ealing Fields project; training as a mental health champion with Citizens; to do a talk/workshop in a service to involve the congregation in what it is St Martin's do with Citizens and raise awareness.

a. Leading community work on behalf of St Martin's with Citizens UK. Planned the Ealing Delegates Assembly where Rupa Huq and Lusa Nsenga-Ngoy attended. Around 80 people attended on a Sunday afternoon to talk about what they wanted to see Citizens focus on in the local community.

b. Planned a Citizens themed all age service in November where Hilal Yazan was a guest speaker.

c. Signed up for the community champion scheme with Ealing Council where schemes running locally through the council will be available and contact with council officers will be available.

8. To set up projects that reach out to people outside of the church eg: craft/art workshops; film nights; trips; litter picks; concerts.

a. Supporting Olena with Ukrainian project, helping gain more food from donators. Procuring art supplies and shopping runs. Meeting regularly to discuss current community needs.

b. Organised book signing by Paula Gooder, included making contact with Perivale Christian Bookshop

c. Assisted with the running of Ealing Synod hosted by St Martin's in October

9. To manage the Ealing art trail exhibition in the church

a. 120 visitors across both weekends for 2022 Ealing BEAT, signed up for 2023 Ealing BEAT with some artists already confirmed.

In addition:

1. Wrote the St Martin's Inclusion Policy, approved by PCC and is going to be used as a template on the Diocese of London website

2. Digitised all documents for Archdeacon's Visitation

3. Met with University of West London about supporting their students

4. Designing of additional posters and media where needed

5. Researched grants available to improve accessibility around the church building

6. Assisted in implementing the history area in the Lady Chapel

7. Taken over as magazine editor

10. YOUTH AND JUNIOR CHURCH REPORT 22-23

Confirmation classes were successfully run and children were confirmed in January. A youth event is planned for 10th June, with a second event planned for September. Current attendance in junior church is good, average weekly attendance between 12 and 20 children (compared to last year which was between 5 and 20 children each week)

The display board area at the back of the church in the family area has been updated, and I'm currently exploring new ways to store books in that corner to be more welcoming for families.

Junior church now come back into services for baptisms instead of staying in junior church.

New role of junior church helper has been added in order to increase volunteer/parent engagement. The role of helper is different to leader in that it just asks a DBS checked adult to be in the room and assist with clearing up.

Godly Play sessions during junior church have begun, which have been well received by children.

New ways of telling the Bible reading have been used in junior church to make it more engaging for children and young people.

Toddler group has shown some loss in numbers with children getting older and starting nursery, however the Easter special event was attended by 25 children and is stable in its weekly attendance.

MISSION PROJECTS SUB-COMMITTEE, REPORT FOR APCM MAY 2023

The aim of the mission projects sub-committee is to build the kingdom of God in this parish by reaching out into the community, building relationships, growing the church, and taking action on social justice issues.

During 2022, the sub-committee met three times, in March, June, and September. We updated our Mission Projects Action Plan, as outlined in the table below, structured according to the Anglican Communion's Five Marks of Mission¹:

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

The table below summarises the projects we have worked on, their associated objectives, and progress during 2022.

Project	Objective	Progress and next steps
6. To proclaim the Good News of the Kingdom		
Youth event(s)	To build relationships with local young people who are older than those who typically attend our junior church.	We ran a confirmation group with six young people during 2022, building relationships as well as having all six confirmed in January 2023. We are next setting up a one-off social youth event to which we will invite young people from other local churches, with a date being planned for June 2023.

¹ <https://www.anglicancommunion.org/mission/marks-of-mission.aspx>

St Martins 'Stay and Play' parent and baby / toddler group	To continue to support and build relationships with local parents/carers and preschool children to build stronger communities and better links with the church.	This has been going well with some families attending church on occasion. Zuzana Chan's help and support has been hugely valued. The special Easter session was a particular success. We continue to advertise, including themed sessions for key seasons such as Christmas and Easter.
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Junior choir	To support young people in growing their faith through leading musical worship.	Junior choir restarted, and continues to go well, although we would welcome more young people to join.
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8. To respond to human need by loving service		
Supporting Ukrainian families	To support local Ukrainian people in both practical needs and connecting with one another	We initially ran a one-off "café" event one Sunday afternoon to allow Ukrainian people to connect with one another and share their practical needs, so that we could explore ways of supporting these needs. This was a huge success and has evolved into events every 6 weeks or so, led by Olena and other Ukrainian neighbours. Events have included legal advice, access to donated clothes and food, and crafts and music.
Outward giving	To give 2% of our income to charity during 2022, and then increase 2% year on year up to 10%, to support those in need.	The PCC / finance committee agreed to factor this into financial planning.
9. To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation		
Ealing Citizens	To support local needs in relation to mental health and	We continue to advocate for, and support, the initiative to pilot the training of mental health and SEN champions as agreed with Ealing Council.

	special educational needs (SEN).	
10. To strive to safeguard the integrity of creation, and sustain and renew the life of the earth		
Eco church	To take further steps in our journey to better care for God's creation.	The Eco group is now a separate group, chaired by Liza Ambridge. We are continuing to support as needed. We were awarded our Bronze Eco Church award in May 2022.

Rev Bryony Dean Franklin, April 2023

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2022

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Rev'd Julia Palmer
Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2022

Introduction

I present the Treasurer's Report for the year ended 31 December 2022. On behalf of the PCC, I would like to thank each and every one of you for the support you have given to the church during these extremely challenging times.

We started 2022 with the thought that life was slowly getting back to normal after two years of pandemic. This was unfortunately short-lived as before the end of February, war had broken out in Europe with Russia commenced a full-scale invasion of Ukraine. This unleashed the biggest refugee crisis since the end of the World War II. Many countries opened their borders and provided humanitarian help for these refugees. We were doing our parts at St Martin's here too. Our Vicar was among the first wave of hosts in the UK as she invited Olena and her two children to share the vicarage as their temporary home. The PCC started a Refugee Fund to provide some financial support. In addition, we are holding a monthly drop in café where food and drink, daily essentials and clothing are provided for free. It is regularly attended by up to 40 Ukrainian refugees.

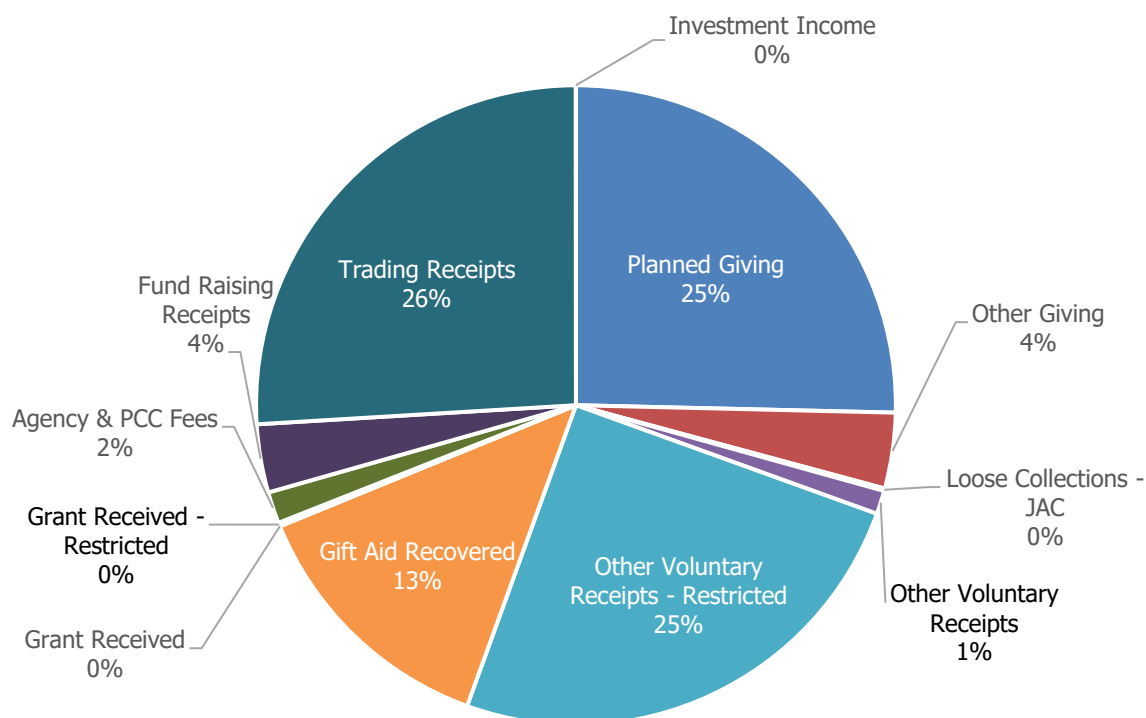
While the war is in the far corner of Europe, its impacts are felt across the world. Besides the human costs, the most pronounced impact is that the price of energy and food had both increased massively. The church's utility bills almost tripled in the space of a few months. This has forced the PCC to contemplate moving to the Hall for Sunday worships during the winter as the cost to heat the Church would have been astronomical. As it turned out this was not needed as the winter was relatively mild. Nevertheless, I thank you for the response to the Church Heating Campaign.

2022 also saw the return of high inflation with prices for most things going up. As we all faced the increase in the cost of living, it is therefore not surprising to see the Church's income from donations decreased further from previous years. As you can see from my comments below, we broke even due to increase in Trading income, which was a bigger portion of our total income than Planned Giving. This has placed our financial position to depend on an income with a higher volatility. That said, I know St Martin's is very adaptable and we have seen off many challenges in previous years. I am therefore hopeful that the PCC is able to find a way to strengthen the financial position in the near future.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2022

Income



Continued Decrease in Income from Donation and Legacies

The income from total donations and legacies decreased by £7,342 (6%) to £110,734 in 2022. We have seen similar level of decrease year-on-year since 2020. The most concerning trend is Planned Giving has decreased by almost 20% over the last two year, which in turn affected the amount we recovered from Gift Aid. Plate Giving appeared to be stabilising since the beginning of the pandemic at around £6,000, but this is about half of what we collected pre-COVID.

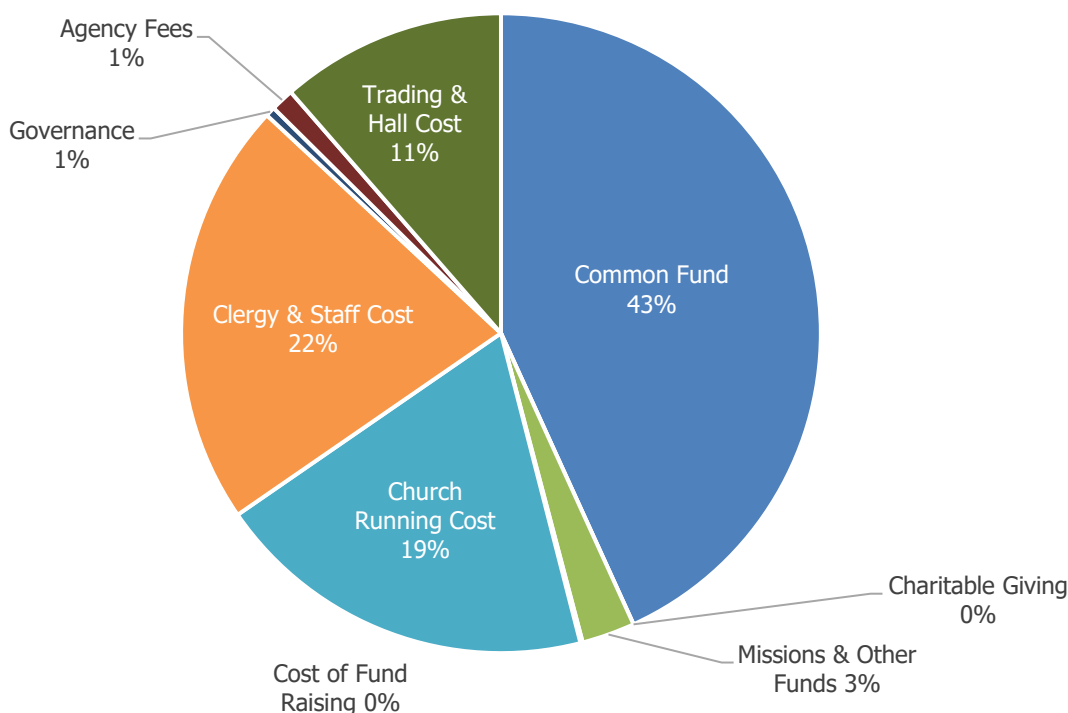
Income from Charitable and Trading Activities

With lifting of the COVID-19 restrictions, we saw more weddings and funerals at the Church. Fund Raising Receipts were mostly made up of the income from the Summer Fair and Christmas Bazaar, which were hugely popular with the congregation and local residents. Trading Activities had recovered to pre pandemic level this year and is now more than Planned Giving. With the signing of a new 5-year lease for the Hall, Trading Income should remain stable over the medium term.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2022

Expenditure



Increase in Total Expenditure

- Church Running Cost (Note 8): The increase was mainly due to the cost of office supply and utilities
- Clergy and Staff Cost (Note 9): The decrease was mainly due to there was no refurbishment costs incurred for St Martin's Cottage
- Trading and Hall Cost (Note 12): The increase was due to higher costs incurred for cleaning and utilities

The Common Fund remained the biggest expenditure item

Our contribution to the Common Fund in 2022 was unchanged at £56,800 following an agreement with the Diocesan of London. This was reduced to 43% of total expenditure from 47% previously due to the increased utilities cost. As the Planned Giving continued to decrease year-on-year, the "Commitment Gap" which we managed to eliminate last year has returned.

Repayments for London Diocesan Fund Loan started in September 2019

£4,992 was repaid in 2022. The total repayment due in 2023 would be £3,328 as the loan would be fully repaid by September 2023.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2022

Result for the year

The consolidated increase in funds for the year was £30,863 (2021: £40,699 increase) of which a small surplus of £362 was attributable to unrestricted funds and a surplus of £30,501 to restricted funds.

Going Concern

We expect the income from donation to remain at a reduced level in 2023 due to the cost of living crisis. Our 2023 budget projected a £20,000 deficit for the year ended 31 December 2023, which will be covered by the reserves. As a result, the PCC has adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy is to maintain sufficient free reserves (if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income from Donations and Legacies					
Planned Giving		41,190		41,190	48,385
Other Giving		6,209		6,209	5,918
Other Giving - Japanese Anglican Church		205		205	-
Other Voluntary Receipts	2	1,935	40,611	42,546	42,476
Gift Aid Recovered		21,584		21,584	21,297
		<u>71,123</u>	<u>40,611</u>	111,734	118,076
Income from Charitable Activities					
Grant Received			300	300	1,600
PCC Fees		1,060		1,060	150
Agency Fees		1,528		1,528	796
		<u>2,588</u>	<u>300</u>	2,888	2,546
Income from Other Trading Activities					
Fund Raising Receipts	3	5,597		5,597	5,712
Trading Receipts	4	42,119		42,119	34,232
		<u>47,716</u>		47,716	39,944
Investment and Other Income					
Deposit Interest Received		10		10	-
		<u>10</u>		10	-
Total Incoming Resources		121,437	40,911	162,348	160,566
Expenditure					
Common Fund		56,800		56,800	56,800
Charitable Giving	5			-	549
Missions and Other Funds	6	2,126	1,410	3,536	-
Cost of Fund Raising	7	151		151	1,070
Church Running Cost	8	25,496		25,496	15,808
Clergy and Staff Cost	9	19,318	9,000	28,318	33,755
Governance	10	650		650	300
Agency Fees	11	1,528		1,528	796
Trading and Hall Cost	12	15,006		15,006	10,789
Total Expenditure		<u>121,075</u>	<u>10,410</u>	131,485	119,867
Net Movement		362	30,501	30,863	
Fund Balance as at 1 January 2022		496,385	37,590	533,975	
Fund Balance as at 31 December 2022		<u>496,747</u>	<u>68,091</u>	564,838	

The notes on Page 9 to 15 form part of these financial statements.

The Parochial Church Council of St Martin's West Acton

Balance Sheet as at 31 December 2022

	Notes	£	Total 2022 £	Total 2021 £
Fixed Assets				
Tangible Fixed Assest: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	16,000		2,876
Cash at Bank		164,916		148,173
Cash at CCLA Deposit Account		754		744
Cash in Hand		116		90
			181,786	151,883
Current Liabilities				
LDF Loan Due Within 1 Year		3,328		4,992
Creditors and Accruals	15	16,276		12,244
			19,604	17,236
Net Current Assets / (Liabilities)			162,182	134,647
Long Term Liabilities				
LDF Loan Due After More Than 1 Year			-	3,328
Net Assets / (Liabilities)			564,838	533,975
Funds				
Unrestricted Funds	16		496,747	496,385
Restricted Funds	16		68,091	37,590
Fund Balance as at 31 December			564,838	533,975

The notes on Page 9 to 15 form part of these financial statements.

Approved by the Parochial Church Council on 14 May 2023 and signed on their behalf by the Chairperson, Rev'd Julia Palmer, and the Treasurer, Mr Kenneth Chan.



Rev'd Julia Palmer (Chairperson)



Mr Kenneth Chan (Treasurer)

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2022

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2022

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2022

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
2. Other Voluntary Receipts				
Occasional Donations	1,585		1,585	3,672
One-off Gifts		40,000	40,000	38,523
Poppies		27	27	-
Church Heating Campaign	350		350	-
Children's Society		113	113	192
Refugee Fund		471	471	-
Mission to Seafarers			-	89
	<u>1,935</u>	<u>40,611</u>	<u>42,546</u>	<u>42,476</u>
3. Fund Raising Receipts				
Summer Fair	1,841		1,841	200
Summer Lunch			-	533
Harvest Lunch			-	89
Bonfire Night			-	40
Christmas Bazaar	2,729		2,729	3,651
Jubilee Street Party	554		554	-
Candles Sale	48		48	-
Barn Dance	325		325	-
Journey of the Magi	101		101	1,199
	<u>5,597</u>		<u>5,597</u>	<u>5,712</u>
4. Trading Receipts				
Rental - Hall	32,161		32,161	26,238
Rental - Church	9,900		9,900	7,874
Rental - Parish Room			-	120
Magazine	58		58	-
	<u>42,119</u>		<u>42,119</u>	<u>34,232</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2022

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
5. Charitable Giving				
Willesden Bishop Fund			-	300
Agape World			-	160
Mission to Seafarers			-	89
USPG			-	-
Children's Society			-	-
	-	-	-	549
6. Missions and Other Funds				
Junior Church	639		639	-
Projector Grant		1,410	1,410	-
Citizens UK	1,487		1,487	-
	2,126	1,410	3,536	-
7. Cost of Fund Raising				
Zettle	106		106	-
Journey of the Magi	45		45	1,070
	151		151	1,070
8. Church Running Cost				
Requisites	782		782	178
Organ and Piano Tuning	450		450	252
Parish Office	4,981		4,981	3,766
Church and Churchyard Upkeep	4,605		4,605	1,170
Repairs and Maintenance	2,327		2,327	1,464
Utilities	5,056		5,056	2,166
Insurance	6,000		6,000	5,784
Licence and Fees	1,295		1,295	1,028
	25,496		25,496	15,808

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2022

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
9. Clergy and Staff Cost				
Clergy Expenses	121		121	1,280
Apprenticeship Scheme Youth Worker		6,000	6,000	6,000
Choir Director	890	3,000	3,890	4,570
Organists	4,460		4,460	1,165
Parish Office Administrator	11,500		11,500	11,220
Vicarage Cost	1,472		1,472	489
St Martin's Cottage Cost	875		875	8,531
Sundry			-	500
	<u>19,318</u>	<u>9,000</u>	<u>28,318</u>	<u>33,755</u>
10. Governance				
PCC Cost	300		300	-
Account Examination Fee	350		350	300
	<u>650</u>		<u>650</u>	<u>300</u>
11. Agency Fees				
Service Fees for LDF	1,528		1,528	796
	<u>1,528</u>		<u>1,528</u>	<u>796</u>
12. Trading and Hall Cost				
Cleaning	6,034		6,034	3,250
Repairs and Maintenance	270		270	120
Utilities	7,900		7,900	5,813
Licence and Fees	802		802	1,606
	<u>15,006</u>		<u>15,006</u>	<u>10,789</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2022

	£	£	Total 2022 £	Total 2021 £
13. Tangible Fixed Assests				
	Buildings		Total	Total
Balance Brought Forward	402,656		402,656	402,656
Addition			-	-
Disposal			-	-
Balance Carried Forward	<u>402,656</u>		<u>402,656</u>	<u>402,656</u>
14. Debtors and Prepayments				
Gift Aid Recovered Due From HMRC	16,000		16,000	2,876
	<u>16,000</u>		<u>16,000</u>	<u>2,876</u>
15. Creditors and Accruals				
Unclaimed Expenses	120		120	120
Service Fees for LDF	7,652		7,652	6,124
Account Examination Fee	350		350	-
Apprenticeship Scheme Parish Fee	6,000		6,000	6,000
Trading & Hall Cost - Utilities	2,154		2,154	-
	<u>16,276</u>		<u>16,276</u>	<u>12,244</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2022

16. Church Funds

	Balance b/f	Income	Expenditure	Balance c/f
Unrestricted Funds				
General	469,556	121,437	(121,075)	469,918
32.5k Fund	25,105			25,105
Designated - St Martin's Music Society	79			79
Designated - St Martin's Players	784			784
Designated - Stay & Play	155			155
Designated - Vicar's Discretionary Fund	706			706
Total Unrestricted Funds	496,385	121,437	(121,075)	496,747
Restricted Funds				
Children's Society	583	113		696
Refugee Fund	-	771		771
Poppies	-	27		27
Mission to Seafarers	-			0
Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	15,000	20,000	(9,000)	26,000
Fabric Fund	20,000	20,000		40,000
RNLI	30			30
Projector Grant	1,600		(1,410)	190
Women's Refuge	260			260
Total Restricted Funds	37,590	40,911	(10,410)	68,091
Total Church Funds	533,975	162,348	(131,485)	564,838

The Parochial Church Council of St Martin's West Acton

Independent Examiner's Report to the Trustees / Members

I report on the financial statements for the year ended 31 December 2022 which are set out on pages 7 to 15.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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



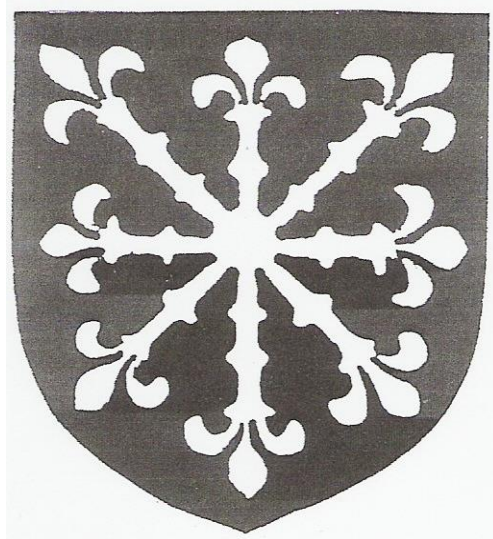
Mr Amandeep S Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

9 May 2023

Accounts

St. Martin's Church West Acton

**Parish Reference Number: 22.14
Registered Charity no. 1132976**



Annual Report 2021

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Administrative Information

St. Martin's Church is situated in Hale Gardens, Acton. It is part of the Diocese of London within the Church of England. All correspondence should be sent to: The Parish Office, Rear of Church Hall, Hale Gardens, London W3 9SQ.

The Parochial Church Council of the Ecclesiastical Parish of Saint Martin, West Acton is a charity registered with the Charity Commission (Registered Charity Number: 1132976). Throughout this report the charity will be referred to as the PCC.

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

Incumbent:	Revd Julia Palmer
Assistant Curate:	Rev Bryony Franklin
Licensed Lay Minister to the Japanese Anglican Church UK:	Mrs Yuki Johnson
Reader:	Dr Margaret Jones
Reader Emeritus:	Mrs Lynne Armstrong
Churchwardens:	Mr Ben Mason Vacant
Deputy Churchwarden:	Mrs Camilla Reid
Representatives on the Deanery Synod:	Mrs Shelley Merrick Ms Rosemary Hart
Elected members:	Mrs Lynne Armstrong Mr Kenneth Chan (Treasurer) Mr Raymond Choi Mr James Hyde Ms Yuki Johnson Mr Ben Mason Mrs Shelley Merrick (Lay Vice Chair) Ms Angela North Mr Lyndon Plant
Appointed Secretary:	Mrs Lynne Armstrong

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Administrative Information cont'd

Sidespeople:	Jill Burton	Mary Cook	Sean Galpin
	John Holt	Margaret Jones	Lyndon Plant
	Camilla Reid	Brenda Ward	

Bank: HSBC, 31 Holborn, Holborn Circus, London EC1N 2HR

Deposit Account: CCLA Investment Management Ltd, CBF Church of England Funds, 80 Cheapside, London EC2V 6DZ

Independent Examiner: Mr Amandeep Singh Bhogal, 56 Scarle Road, Wembley, Middx HA0 4SN

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure. 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. Members of the PCC with specific responsibilities attend training courses where appropriate. The PCC revises its Risk Assessment Policy on a regular basis.

- Disclosure and Barring Service (DBS) Checking Officer: Mrs Shelley Merrick
- Safeguarding Officer: Ms Jennifer Dudley
- Children's Champion: Mrs Shelley Merrick (Until 11 January 2022)
- Children's Champion: PJ Grayson (From 12 January 2022)
- Apprentice Youth Worker: PJ Grayson (From 4 September 2021)
- Electoral Roll Officer: Mr Michael Franks
- Stewardship Officer: Mrs Denise Taylor

Objectives and Activities

St Martin's PCC has the responsibility of co-operating with the incumbent, the Revd Julia Palmer, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Achievements and Performance

The APCM 2021 recorded 149 parishioners on the Church Electoral Roll. The average weekly attendance, counted during October 2021, was 44 adults and 18 children and young people. Attendance online for livestreamed services averaged 30 logged attendances.

A PCC Digest follows later in this report. PCC meetings were held via Zoom. Some business was discussed via email correspondence and decisions later ratified by the full PCC as necessary.

Other group reports contained within this booklet detail their respective achievements during the year.

Financial Review

Total receipts on ordinary restricted and unrestricted funds were £160,566 and are detailed in the Statement of Financial Activities (SoFA).

£119,867 was spent to provide the Christian ministry from St Martin's Church, including the contribution to the Diocesan Common Fund (£56,800), which largely provides the stipends, pension and housing for the clergy.

The net result for the year was a surplus in income over expenditure of £40,699. After adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December for restricted and unrestricted funds totalled £533,975.

Financial Reserves Policy

The PCC's policy aims to maintain a balance on unrestricted funds (if possible), which equates to approximately six months unrestricted payments, to cover emergency situations that may arise from time to time.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Vicar's Report

The last year has seen its challenges unprecedented in recent times. The good news is that we have come out of lockdown, but the bad news is that the virus is still active and affecting people, although in a milder way compared with previously because of vaccinations. All of this has influenced our church of St Martins.

We opened up for 'real live' services as soon as we could in a safe way last June and over the year we have gradually got 'back to normal', although this is taking some time. Our Sunday morning 10.am service continues to be our main act of community worship. As restrictions lifted, we saw people slowly coming back to church but not all have come back. Some still prefer to watch on line. This seems to be a common feature throughout many Anglican churches.

But we have lots to be grateful for: our choir, led by Rebecca Stockland, who have assisted in leading us in musical worship in an inspiring way; our new youth work apprentice, PJ Grayson, who has taken on restarting our junior church with a creative flurry; we have a new parent and toddler group which started up last summer and has been a success. We have also tried to reach out into our community by helping with: the Women's Refuge, with Emmaus House and other charities over the year.

One of our growing areas of ministry is in the Anglican/Japanese community. Yuki Johnson, who is now was licensed as a reader, has worked very hard to reach out to the local Japanese community. The community café is thriving and there is a growing number of people who meet for worship in Japanese. We have also built a relationship with the local Japanese school.

I am grateful to all those who have helped to keep the church going. To Bryony Franklin who supports the church in many different ways as curate and has many gifts and talents that we are lucky to benefit from at St Martin's. Thanks to all those involved in worship and to Clement who faithfully supports the church in his role as crucifer. Also, I would like to thank our PCC who have had to get used to meetings on line, but have also re-organised into sub groups, (mission, community, worship, finance and fabric) so we could have more time to discuss things. Particular thanks to Ken Chan as Treasurer, to Lynne Armstrong as Secretary, to Shelley Merrick, as Deputy Chair, Ben Mason as Church Warden and Camilla Reid as Deputy

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Warden. Also, thanks to all others who give their time to help the church in many different ways.

We have also had to say goodbye to well-known people in our community. Sadly, John Trussler died in the summer and John Beastall has moved away. But we continue to move forward in hope. We hope that our church starts to grow again and that we can reach out in new ways to those in the parish of St Martins West Acton.

Julia Palmer
11th April 2022

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

PCC Digest

The St Martin's PCC had no face-to-face meetings, meeting via Zoom to ensure that PCC members were safe from any cross infections.

The PCC held meetings every month until the four sub committees, Worship, Finance and Fabric, Mission and Community were formed in March 2021. This step was agreed to enable people to concentrate on specific areas and devote more time to them. Meetings were then held bi-monthly to report back to the full PCC the work done by the Sub Committees. Reports from the Sub committees are at the end of this digest.

The PCC decided to re start live services, broadcasting via YouTube each Sunday morning until May 2021, and from then using sound only. We have continued to have a Zoom evening prayer service. Face to face Junior church was started as soon as possible, with our new Youth work Apprentice PJ Grayson. He is running the Junior church with the help of some parents, but more help is needed.

We joined with St Mary's in Acton for our Lent Course, which was on the Bible, and was well attended and helpful.

It was decided to join Citizens West London, and we held a listening exercise, where people in the congregation were asked what they liked most and least about St Martin's and how they saw the future. The results were that the welcome and the atmosphere of the sidespeople and general friendliness of the church was the key reason for people to continue coming to the St Martins.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Community Committee Report

Achievements over 2021

Communication:

Anna Sørensen Sargent was appointed as the new editor of church magazine. Many thanks to her for all the work she has done to produce such great publications over the last year

PJ Grayson was appointed our Communications Manager and thanks again to him for all he does and continues to do for St Martin's, including completely redesigning our website

Events over 2021

Covid restrictions have limited events over 2020 which when we restarted, had to be run with extra risk assessments and special arrangements.

There was a Welcome back Celebration Sunday in July where Camilla, Tara and Liz fed over 80 people who turned up – amazing job ladies.

We brought some theatre to the church in July with a bilingual performance of Romeo and Juliet in French and English made possible by us exchanging use of the church spaces for rehearsing, which raised £500.

The Harvest Festival happened in October where 30 of us ate lunch together, which is always a fun and friendly occasion.

The monthly Japanese Saturday community café started again and goes from strength to strength with around 80 people turning up to each event.

We celebrated Bonfire Night at the vicarage with soup and hotdogs, thanks again to Camilla.

More theatre arrived at St Martin's with The Journey of the Maji in December when we were taken on a funny but poignant journey about the lead up to Christmas by the Springs Dance Company. Many thanks to PJ for arranging this.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Community Committee Report Cont'd

The year ended with a fabulous Christmas Bazaar which was really well attended and was a joyous occasion, including many from the Japanese church. The event raised over £3000 for the church. Thanks to all who helped with arrangements and the stalls and particular thanks to our marvellous Father Christmas (thanks Mark!) as well as a guest appearance from Sean who donated the prize of afternoon tea at the Savoy.

Pastoral care:

We continued our support of the Acton Women's refuge with the Harvest collection as well as weekly donations.

Additionally, Sean Galpin arranged support for Emmaus House raising money towards travel cards and a Christmas collection.

We continue to support Acton Care Centre with services.

The Community Committee has many plans for the coming year including a range of social events already planned in, doing more to support our congregation and the wide community and further improving our communications, so if anyone feels they would like to support any of these areas please do come join us.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Mission Projects Sub-Committee Report

The aim of the mission projects sub-committee is to build the kingdom of God in this parish by reaching out into the community, building relationships, growing the church, and taking action on social justice issues. Our initial objectives, set in the first quarter of 2021, were:

- to oversee and support the development of a new junior choir.
- to oversee and support the development of a youth group, possibly in collaboration with other churches.
- to oversee and support the development of a new parent/toddler group.
- to develop links with local organisations and members of the community and involvement with social justice issues; and join in local campaigns using the 'citizens' model.
- to increase our ways of building the kingdom of God through service to the community and the support of charities.

During 2021 the sub-committee met three times, in June, September and December. We produced a Mission Projects Action Plan, as outlined in the table below, structured according to the Anglican Communion's Five Marks of Mission¹:

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

The table below summarises progress against each of these objectives during 2021.

¹ <https://www.anglicancommunion.org/mission/marks-of-mission.aspx>

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Mission Projects Sub-Committee Report Cont'd

Project	Objective	Progress to date
1. To proclaim the Good News of the Kingdom		
St Martins 'Stay and Play' parent and baby / toddler group	To support parents/carers and preschool children to build relationships locally in order to build stronger communities and better links with the church.	Group well attended, relationships developing with those who attend. Some have attended church on a Sunday. Themed sessions around key seasons e.g. Harvest, Christmas have been popular.
2. To teach, baptise and nurture new believers		
Recruit youth/ children's/ family worker	To support children, young people and families in growing as disciples and supporting one another in their faith.	We now have our children's and youthwork apprentice PJ Grayson in post. Junior church has been re-established and is going well, although we do need more volunteers – both leaders and helpers. 'Journey of the Magi' performance in December very well attended. PJ has also started collaborative work with Ealing Fields high school, and confirmation classes are being planned for 2022.
Junior choir	To support young people in growing their faith through leading musical worship.	A junior choir led musical worship at all age services during 2021; this then developed into a collaborative all-age music group.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Mission Projects Sub-Committee Report Cont'd

3. To respond to human need by loving service		
Outward giving	To give 2% of our income to charity during 2022, and then increase 2% year on year up to 10%, in order to support those in need.	The PCC / finance committee are now factoring this into financial planning. We also recommended to the PCC that this goes to support the following charities in 2022: • A Rocha UK • Ealing Women's Refuge • USPG • Mission to Seafarers
Supporting those in need in our community		We were involved with several initiatives supporting Emmaus House in Acton during 2021.
4. To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation		
Ealing Citizens	To campaign on an issue of local relevance in relation to justice	Based on our listening events, it was decided to focus on mental health for both adults and young people. We have joined with other organisations in campaigning for support from Ealing Council to train mental health champions.
5. To strive to safeguard the integrity of creation, and sustain and renew the life of the earth		
Eco church	To take more steps in our care of creation, evidenced by obtaining the bronze Eco Church award by July 2022.	We put on an Eco Church event in November 2011 in collaboration with St Barnabas, inviting people from churches around the Deanery and beyond, following which we set up our own Eco church group. We completed the baseline survey and meet the criteria for our Bronze award which will be presented to us on Sunday 1 May 2022.

Rev Bryony Dean Franklin

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

The Japanese Anglican Church (UK) Report

Despite the continuing disturbance caused by the pandemic, we have been busy with face to face and virtual activities through the year. This has included online monthly bible study and pastoral contact, as well as our in person monthly service in Japanese which restarted in February 2021.

We have also managed to engage with the Japanese community by organising two special events at St. Martins. The first was a memorial for the 10th Anniversary of the Great Eastern Japan Earthquake and Tsunami in March 2021. The second was the 'Prayer for Peace' weekend, from 6th to 9th August 2021, to commemorate the atomic bombs in Hiroshima and Nagasaki. These events were held with the support of members of the Japanese community, and many of them have been regular attendants in our Community Café, which restarted in July 2021, with about 60-90 people attending. Many also joined the St. Martin's Celebration Sunday in September and Christmas Bazaar in December. We value those contributions.

I was invited to attend the annual memorial service at the Hendon cemetery, organised by the Japanese Association in the UK. As commissioned chaplain to the Japanese community (by the Bishop of Edmonton), I robed and led Christian prayers in Japanese for this special event. Another exciting development was that I was invited to one of our local children's nurseries, the Miyabi Nursery close to St. Martin's, to share the Christmas story with the children.

Yuki Johnson

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

4th Action Brownies and Guides Report

The Brownies and Guides are pleased to be back to face-to-face meetings each week, with outings now being able to be undertaken.

We have been incredibly active, and have earned our usual mountain of badges! We were thrilled to be able to have our annual Easter Egg Hunt in the Church instead of outside – it is amazing where you can hide Easter treats. In the Summer we were able to have some fun sessions out in the front garden of the church, including cooking on our fires made in colanders. The risk assessment to ensure that we did not set fire to the Church was entertaining. We had a trip to The Lido, which was well attended on what turned out to be the hottest day of the year. The Brownies have attended a local Pantomime put on specifically for Rainbows and Brownies.

I am pleased to report that we have had another Guide gain all six of the programme Theme awards, and gaining the highest award possible at Guides and Brownies – the Gold Award. We have two Guides that have gained their Silver Award and four Guides their Bronze Award. The Brownies have also done extremely well, with three Brownies gaining their Gold Award. The Brownies have achieved nine Silver Awards and ten Bronze Awards. The girls love to complete the weekly activities that add up towards completing badges and themes. I am often asked what they need to do to gain their next award.

Our numbers are increasing now we are back to regular face to face meetings. At Brownies we now only have one vacant slot, but have some girls on the waiting list that are not quite 7, so expect to be full in June this year. The number of Guides that we have continues to be a challenge, this is mainly due to the number of girls that we lost during the Covid lockdown. We now have 12 girls, with three set to join once they are old enough in June. This brings the inevitable challenge of insufficient funds for some activities – we tend to be creative about how we fund and obtain supplies. I have been applying for grants for some things, and have had some success.

One of our Guides was nominated for a Jack Petchey award, and was successful. This is an award that recognises the hard work and achievement of outstanding young members between the ages of 11 and 18. The award comes with a monetary gift for the Unit to use. We are all going bowling in the next couple of weeks and now have our own indoor archery sets.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

In last year's report I promised to let you all know how our Virtual Sleepover went. Last April we planned and held a Virtual Sleepover by Zoom sessions. It was a crazy idea – I thought it would be so easy, I was wrong!! We had several Zoom sessions for the girls, some just for Brownies, some just for Guides and some joint, during which we carried out lots of activities. The activities included craft, cooking, mindfulness, etc. The girls all slept in their dens, some inside and some outside., We met together to have breakfast. I am reliably informed that computers were covered with chocolate, flour and glue. The girls all enjoyed themselves and have asked when the next one will be! I am hoping that we will be able to have a real sleepover soon.

Jennifer Dudley Brownie (Brown Owl) and Guide (Squirrel) Leader 9th May 2022

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Junior Church Report

Since being appointed as the Youth Work Apprentice on the 4th September 2021, we've had Junior Church on every planned Sunday except 2 where engaging activities for children were provided in the main church as an alternative.

We've had between 5-20 children attending each Sunday, with the current age range of our Junior Church attendees being between 2 and 12 years. The activities are enjoyed each week, with the introduction of an icebreaker / warmup activity at the beginning of the session which is an extra opportunity to encourage different learning styles.

We've also done a range of crafts such as glitter jars, Easter bonnets, solid perfume, stained glass windows and things for all age services like the Easter Garden tree and decorated stones for the first Sunday of Lent.

The work I'm doing at college is great and really interesting, I've just started my term on an Introduction to Youth Work after covering the basics of study skills and working with children and young people and I received 64% on my first essay so I'm excited to see how much I can learn and improve going forward.

I also took over the role of Children's Champion from Shelley at the beginning of the year because given my role it made total sense, and it means that at every possible opportunity and meeting I go to, I've got the young people I work with at the front of my mind and I'm always advocating for them.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Communications Manager Report

I was appointed Communications Manager on the 4th December 2021. Since then I've been busy! Some of the things I've been getting up to:

- Redesigning the Church website and logo- we're almost ready for launch but I can give a sneak peak of the new homepage
- Promoting us more on social media, we've seen an increase in attendance to our Stay & Play Toddler group and we had increased attendance to our Easter Services because of Facebook advertising.
- Organised a community litter pick where myself and Kayoko Mori cleaned the church grounds
- Written a Church Communications and Social Media Strategy to be approved by the PCC
- Worked with Ealing Citizens to hold an assembly with the leaders of the Labour, Conservative and Liberal Democrat parties in Ealing before the elections and they all committed to all of our asks
- As part of that assembly, I planned a Junior Church activity for us and the surrounding 4 churches who are also members.
- I co-chaired the mental health campaign with Ealing Citizens to get Ealing Council to agree to developing, funding and starting a scheme of Mental Health Champions across the borough which happened as a direct result of the listening we did here at St Martin's! Hopefully I'll be undergoing the training and helping with the development
- I've also started a Citizens Club at Ealing Fields High School to help the young people there see the importance of building power and working out what they want to see changed in their local community.
- We're going to be a venue as part of the Ealing Art Trail in September.
- I also sourced a new projector and screen for us earlier this month.

Going forward I'd like to continue developing our community outreach and perhaps find new and interesting ways of connecting with people in the local area about what we do and how we can help them.

I'm currently exploring art outreach for refugees, the potential and logistics of setting up craft outreach afternoons for our congregation and for vulnerable people so we can build connections and a book exchange to encourage a sense of community.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Churchwardens' Report on the Fabric of the Church

The Churchwardens are required to report to the Annual Meeting on the fabric and ornaments of the Church. We have pleasure in complying with this requirement for another year.

The Church

The Quinquennial report of 2020 identified that work needs to be done on the flat roof over the toilet block / kitchen and flat. Four contractors have given quotes for this. The work to take place in the next year. An architect (QI) was consulted in the process.

We were given permission from the archdeacon for all the old pianos to be disposed of and to look into the acquisition of a new piano. The choir stalls were a health and safety risk because the front book rests were unstable. These are now out of use in the Lady Chapel. It was identified that the floor of the church needs sanding and revarnishing.

The Cottage

The cottage has had a major refurbishment. There are now occupants in the cottage. It has been painted / decorated / recarpeted. The rail on the outside has been replaced. There was an issue with the toilet (blockage) but this has now been dealt with. The windows have been repaired and renovated. A new cooker and washing machine were also installed.

Discussion has taken place about a gate at the bottom of the outside stairs for the safety of the nursery children.

The Church Hall

Discussions have been on going with the owner of the nursery on several issues:

- The installation of a telephone wire and a bell. St Martins office to look into this.
- Renewal of the lease which involves seeking a new rental valuation of the hall. The current lease is not clear on some aspects. Lease due for renewal this autumn.
- Cleaning of the hall.

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

- Right of access issue discussed and resolved with nursery staff and owner.

The Church Grounds

The gardens continue to be maintained in good order. Our garden contractor continues to provide an excellent service, and the grounds provide a very pleasant outlook. There has been an issue with littering and use of the bench. A suggestion we might review the security of the church grounds. The quinquennial review also recommended the pruning back of the trees along the Stanway Gardens part of the church grounds. This will be scheduled at an appropriate time.

Access

A lock was removed from the gate so that church members could access the back office.

Finally sincere thanks are due to everyone who in their own way has helped to keep St Martin's in good order over the past year. Particularly to Bob and Camilla Reid who helped with the refurbishment of the cottage.

Ben Mason

ST MARTIN'S CHURCH, WEST ACTON
Annual Report of the Parochial Church Council for 2021

Safeguarding Report

This report covers both the Safeguarding for St Martin's Church and for the Japanese Anglican Church UK.

The Diocese of London introduced a safeguarding policy in 2012, which was then updated in 2015. In line with this policy, we review its implementation and all associated procedures and good practice annually. Copies of the full policy are kept by The Parish Office, Jennifer Dudley and with the church Log Book; a copy is also available on the Diocese of London website. A summary of the policy is available on the notice boards in the church porch and in the church hall. The safeguarding policy requires that a full annual report be presented to the parochial church council (PCC) by the Church Safeguarding Officer, at the first PCC each year after the Annual PCC meeting. Below is a brief summary of the key points:

- There have been two alerts raised relating to the safeguarding of children or vulnerable adults.
- One case resulted in monitoring of the situation and is now closed.
- The second case has also now been closed.
- The annual safeguarding audit required by the Diocese was been completed during the year, with no actions outstanding.
- The website is monitored to ensure that the correct profile of our safeguarding policy is visible to all.
- The Diocese safeguarding policy requires that each parish appoint a safeguarding officer, a children's champion and one or more evidence checkers for those applying for a Disclosure and Barring Service (DBS) check. Jennifer Dudley is currently our safeguarding officer and PJ Grayson our children's champion. Shelley Merrick and Bryony Dean Franklin are nominated evidence checkers.
- All staff of the church are up to date with safeguarding training and have the required DBS checks as needed.
- All the current active junior church volunteers have the required DBS checks, volunteer agreements and all associated paperwork.

Jennifer Dudley, Parish safeguarding officer, 8th May 2022

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2021

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Rev'd Julia Palmer
Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2021

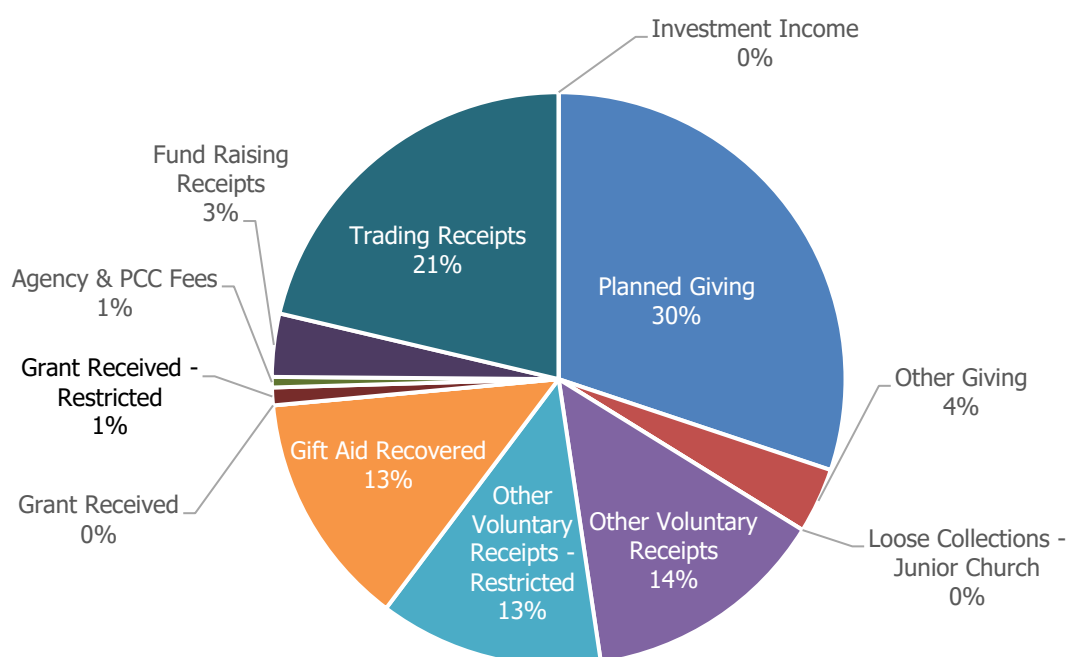
Introduction

I present the Treasurer's Report for the year ended 31 December 2021. On behalf of the PCC, I would like to thank each and every one of you for the wonderful financial support you have given to the church during these extremely challenging times.

2021 was a year of two halves. While we were still affected by the COVID-19 special measures most of the first half of the year, normality did start to emerge, albeit very slowly and hesitantly, during the second half. Our Church, as with most of the rest of the country, continued to be significantly impacted. That said, thanks to your generosity and the financial buffer we built in 2020 through the "Back on Track" appeal, combined with additional prudential restraints in spendings, we achieved a £40,699 surplus for the year 2021. This was no mean feat notwithstanding the unprecedented challenges we faced. This was an amazing achievement. I think it was the first time we ended up with a surplus for two years consecutively in a long time.

While it looked like the worst is behind us, there is no doubt in my mind that many challenges await and there would be plenty of hard decisions we need to make. I hope that the stronger financial position we have now would alleviate at least some of the constraints so that St Martin's can play a bigger part to help develop the spiritual wellbeing of the wider community.

Income



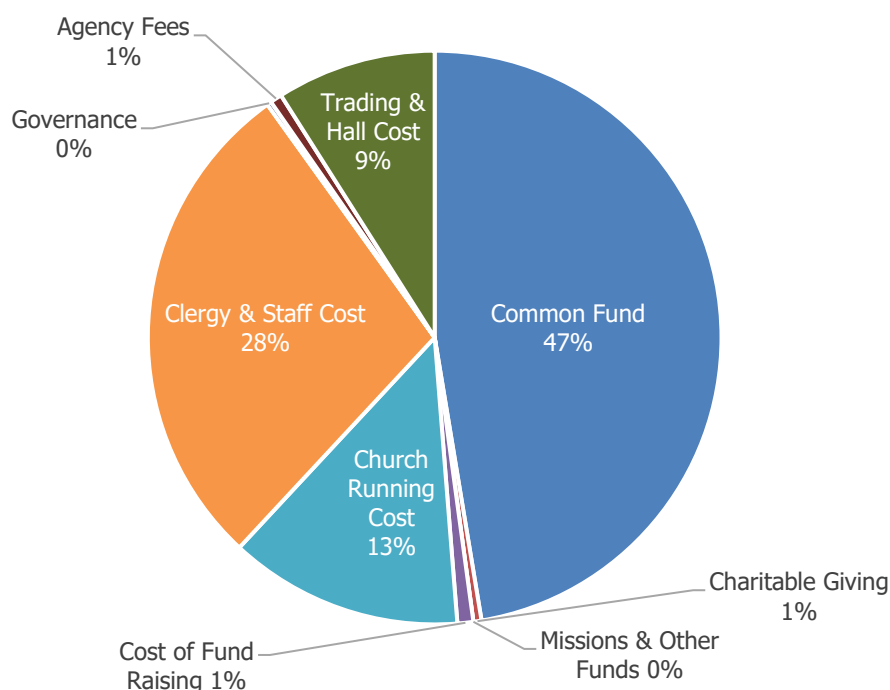
Decrease in Income from Donation and Legacies

The income from total donations and legacies decreased by £8,865 (7%) to £118,076 in 2021. All types of income in this category have shown a slight reduction so there was no single cause but the recovery rate for Gift Aid has dropped by almost 3%. As effectively we lost 3% of the total income, the reduction in Gift Aid Recovered was one of the main factors contributing to the decrease.

Income from Charitable and Trading Activities

There was no significant income from charitable activities after the outstanding Biffa grant for the hall refurbishment was received in early 2020. While the Trading Receipts from rentals increased as COVID-19 restrictions were being lifted, it was still not at full capacity. Fund Raising Receipts were mostly made up of the income Christmas Bazaar and the dance show "Journey of the Magi", which was hugely popular.

Expenditure



Decrease in Total Expenditure

- Church Running Cost (Note 8): The reduction was due to no major Repairs and Maintenance costs and lower Utilities payments
- Clergy and Staff Cost (Note 9): The increase was due to the appointments of the part-time Choir Director and Youth Worker Apprentice (funded by the Missions Fund) as well as the refurbishment costs incurred for St Martin's Cottage
- Trading and Hall Cost (Note 12): The reduction was due to the completion of the Hall Refurbishment project in 2020

The Common Fund remained the biggest expenditure item

Our contribution to the Common Fund was reduced to £56,800 following an agreement with the Diocesan of London. We saved £26,000 but this was still about 47% of total expenditure even at the reduced level. Nevertheless, we managed to eliminate the "Commitment Gap" as the Unrestricted portion of the surplus for 2021, £24,907, would be completely wiped out if we had paid the full amount.

Repayments for London Diocesan Fund Loan started in September 2019

£4,992 of the loan was repaid in 2021. The total repayment due in 2022 would be £4,992. This was an interest free loan repayable over 4 years with repayment starting from 1 year after drawn down. As we drew down the loan in August 2018, the loan would be fully repaid by September 2023.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2021

Result for the year

The consolidated increase in funds for the year was £40,699 (2020: £14,800 increase) of which £24,907 surplus was attributable to unrestricted funds and £15,792 surplus to restricted funds.

Going Concern

We expect the income from donation and rental to remain at a reduced level in 2022 due to COVID-19. Our 2022 budget projected a break even for the year ended 31 December 2022. As the main cost being our pledge to the London Diocesan Common Fund, the PCC has agreed with the Diocese that we would commit to two thirds of the full amount. As a result, they have adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy is to maintain sufficient free reserves (if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Income from Donations and Legacies					
Planned Giving		48,385		48,385	50,003
Other Giving		5,918		5,918	7,778
Loose Collections - Junior Church		-		-	170
Other Voluntary Receipts	2	22,195	20,281	42,476	44,796
Gift Aid Recovered		21,297		21,297	24,194
		<u>97,795</u>	<u>20,281</u>	118,076	126,941
Income from Charitable Activities					
Grant Received			1,600	1,600	22,750
PCC Fees		150		150	588
Agency Fees		796		796	747
		<u>946</u>	<u>1,600</u>	2,546	24,085
Income from Other Trading Activities					
Fund Raising Receipts	3	5,712		5,712	7,476
Trading Receipts	4	34,232		34,232	28,913
		<u>39,944</u>		39,944	36,389
Investment and Other Income					
Deposit Interest Received		-		-	3
		<u>-</u>		<u>-</u>	<u>3</u>
Total Incoming Resources		138,685	21,881	160,566	187,418
Expenditure					
Common Fund		56,800		56,800	82,800
Charitable Giving	5	460	89	549	273
Missions and Other Funds	6	-		-	1,000
Cost of Fund Raising	7	1,070		1,070	271
Church Running Cost	8	15,808		15,808	42,707
Clergy and Staff Cost	9	27,755	6,000	33,755	17,898
Governance	10	300		300	300
Agency Fees	11	796		796	747
Trading and Hall Cost	12	10,789		10,789	26,622
Total Expenditure		<u>113,778</u>	<u>6,089</u>	119,867	172,618
Net Movement		24,907	15,792	40,699	
Fund Balance as at 1 January 2021		471,478	21,798	493,276	
Fund Balance as at 31 December 2021		<u>496,385</u>	<u>37,590</u>	533,975	

The notes on Page 6 to 12 form part of these financial statements.

The Parochial Church Council of St Martin's West Acton

Balance Sheet as at 31 December 2021

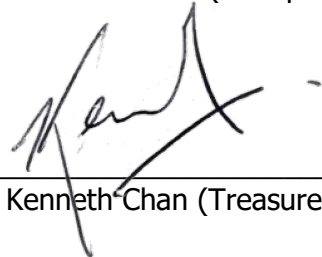
	Notes	£	Total 2021 £	Total 2020 £
Fixed Assets				
Tangible Fixed Assest: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	2,876		2,467
Cash at Bank		148,173		106,945
Cash at CCLA Deposit Account		744		744
Cash in Hand		90		40
			151,883	110,196
Current Liabilities				
LDF Loan Due Within 1 Year		4,992		4,992
Creditors and Accruals	15	12,244		6,264
			17,236	11,256
Net Current Assets / (Liabilities)			134,647	98,940
Long Term Liabilities				
LDF Loan Due After More Than 1 Year			3,328	8,320
Net Assets / (Liabilities)			533,975	493,276
Funds				
Unrestricted Funds	16		496,385	471,478
Restricted Funds	16		37,590	21,798
Fund Balance as at 31 December			533,975	493,276

The notes on Page 6 to 12 form part of these financial statements.

Approved by the Parochial Church Council on 15 May 2022 and signed on their behalf by the Chairperson, Rev'd Julia Palmer, and the Treasurer, Mr Kenneth Chan.



Rev'd Julia Palmer (Chairperson)



Mr Kenneth Chan (Treasurer)

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2. Other Voluntary Receipts				
Occasional Donations	3,672		3,672	7,325
One-off Gifts	18,523	20,000	38,523	3,000
Back on Track Gift Day			-	30,736
Couch to 5k			-	1,052
Children's Society		192	192	73
USPG			-	50
Biffa Grant Application Fee			-	2,000
Women's Refuge			-	260
Mission to Seafarers		89	89	-
Vicar's Discretionary Fund			-	300
	<u>22,195</u>	<u>20,281</u>	<u>42,476</u>	<u>44,796</u>
3. Fund Raising Receipts				
Summer Fair	200		200	-
Summer Lunch	533		533	-
Harvest Lunch	89		89	-
Bonfire Night	40		40	-
Christmas Bazaar	3,651		3,651	95
Quiz			-	90
Candles Sale			-	248
Vicar's Discretionary Fund			-	43
Auction			-	7,000
Journey of the Magi	1,199		1,199	-
	<u>5,712</u>		<u>5,712</u>	<u>7,476</u>
4. Trading Receipts				
Rental - Hall	26,238		26,238	23,154
Rental - Church	7,874		7,874	2,130
Rental - Parish Room	120		120	3,575
Magazine			-	54
	<u>34,232</u>		<u>34,232</u>	<u>28,913</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
5. Charitable Giving				
Willesden Bishop Fund	300		300	-
Agape World	160		160	-
Mission to Seafarers		89	89	-
USPG			-	200
Children's Society			-	73
	<u>460</u>	<u>89</u>	<u>549</u>	<u>273</u>
6. Missions and Other Funds				
Citizens UK			-	1,000
			<u>-</u>	<u>1,000</u>
7. Cost of Fund Raising				
Auction			-	271
Journey of the Magi	1,070		1,070	-
	<u>1,070</u>		<u>1,070</u>	<u>271</u>
8. Church Running Cost				
Requisites	178		178	333
Organ and Piano Tuning	252		252	776
Parish Office	3,766		3,766	3,439
Church and Churchyard Upkeep	1,170		1,170	3,719
Repairs and Maintenance	1,464		1,464	18,220
Utilities	2,166		2,166	8,862
Insurance	5,784		5,784	6,047
Licence and Fees	1,028		1,028	961
Sundry			-	350
	<u>15,808</u>		<u>15,808</u>	<u>42,707</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
9. Clergy and Staff Cost				
Clergy Expenses	1,280		1,280	208
Apprenticeship Scheme Youth Worker	-	6,000	6,000	-
Choir Director	4,570		4,570	-
Organists	1,165		1,165	2,510
Parish Office Administrator	11,220		11,220	11,220
Vicarage Cost	489		489	477
St Martin's Cottage Cost	8,531		8,531	3,483
Sundry	500		500	-
	<u>27,755</u>	<u>6,000</u>	<u>33,755</u>	<u>17,898</u>
10. Governance				
Account Examination Fee	300		300	300
	<u>300</u>		<u>300</u>	<u>300</u>
11. Agency Fees				
Service Fees for LDF	796		796	747
	<u>796</u>		<u>796</u>	<u>747</u>
12. Trading and Hall Cost				
Cleaning	3,250		3,250	4,325
Repairs and Maintenance	120		120	325
Utilities	5,813		5,813	5,648
Refurbishment			-	16,304
Licence and Fees	1,606		1,606	20
	<u>10,789</u>		<u>10,789</u>	<u>26,622</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

	£	£	Total 2021 £	Total 2020 £
13. Tangible Fixed Assests				
	Buildings		Total	Total
Balance Brought Forward	402,656		402,656	402,656
Addition			-	-
Disposal			-	-
Balance Carried Forward	<u>402,656</u>		<u>402,656</u>	<u>402,656</u>
14. Debtors and Prepayments				
Gift Aid Recovered Due From HMRC	2,876		2,876	1,424
Rental - Hall			-	63
Rental - Parish Room			-	980
	<u>2,876</u>		<u>2,876</u>	<u>2,467</u>
15. Creditors and Accruals				
Unclaimed Expenses	120		120	336
Service Fees for LDF	6,124		6,124	5,328
Account Examination Fee			-	600
Apprenticeship Scheme Parish Fee	6,000		6,000	-
	<u>12,244</u>		<u>12,244</u>	<u>6,264</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

16. Church Funds

	Balance b/f	Income	Expenditure	Balance c/f
Unrestricted Funds				
General	444,804	138,530	(113,778)	469,556
32.5k Fund	25,105			25,105
Designated - St Martin's Music Society	79			79
Designated - St Martin's Players	784			784
Designated - Stay & Play	-	155		155
Designated - Vicar's Discretionary Fund	706			706
Total Unrestricted Funds	471,478	138,685	(113,778)	496,385
Restricted Funds				
Children's Society	391	192		583
Mission to Seafarers	-	89	(89)	0
Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	21,000		(6,000)	15,000
Fabric Fund	-	20,000		20,000
RNLI	30			30
Projector Grant	-	1,600		1,600
Women's Refuge	260			260
Total Restricted Funds	21,798	21,881	(6,089)	37,590
Total Church Funds	493,276	160,566	(119,867)	533,975

The Parochial Church Council of St Martin's West Acton

Independent Examiner's Report to the Trustees / Members

I report on the financial statements for the year ended 31 December 2021 which are set out on pages 4 to 12.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
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- the accounting records were not kept in accordance with section 130 of the Charities Act; or
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I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr Amandeep S Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

23 April 2022

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2021

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Rev'd Julia Palmer
Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2021

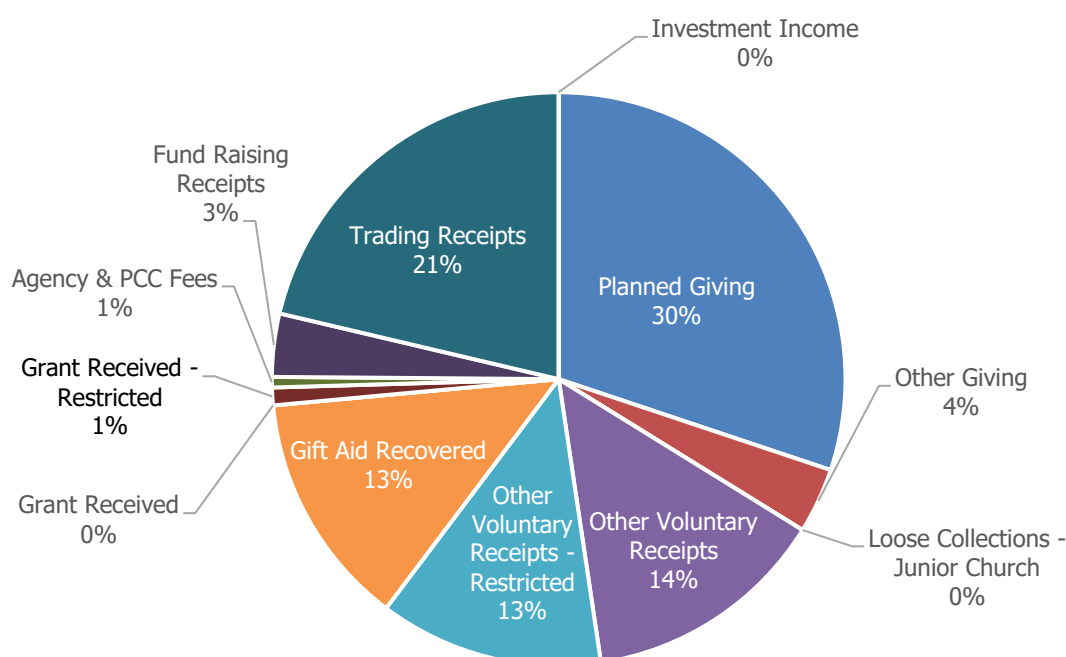
Introduction

I present the Treasurer's Report for the year ended 31 December 2021. On behalf of the PCC, I would like to thank each and every one of you for the wonderful financial support you have given to the church during these extremely challenging times.

2021 was a year of two halves. While we were still affected by the COVID-19 special measures most of the first half of the year, normality did start to emerge, albeit very slowly and hesitantly, during the second half. Our Church, as with most of the rest of the country, continued to be significantly impacted. That said, thanks to your generosity and the financial buffer we built in 2020 through the "Back on Track" appeal, combined with additional prudential restraints in spendings, we achieved a £40,699 surplus for the year 2021. This was no mean feat notwithstanding the unprecedented challenges we faced. This was an amazing achievement. I think it was the first time we ended up with a surplus for two years consecutively in a long time.

While it looked like the worst is behind us, there is no doubt in my mind that many challenges await and there would be plenty of hard decisions we need to make. I hope that the stronger financial position we have now would alleviate at least some of the constraints so that St Martin's can play a bigger part to help develop the spiritual wellbeing of the wider community.

Income



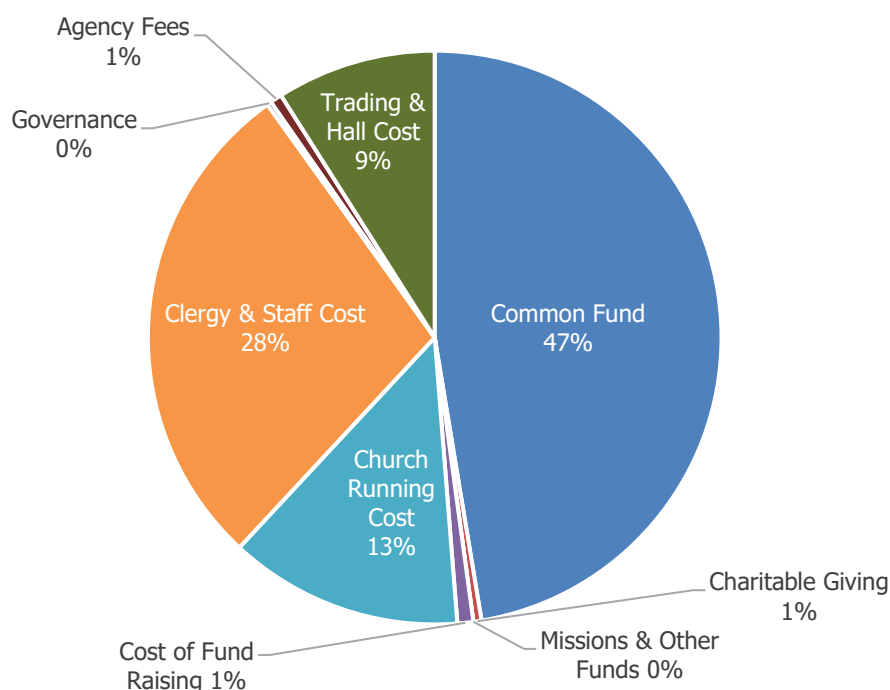
Decrease in Income from Donation and Legacies

The income from total donations and legacies decreased by £8,865 (7%) to £118,076 in 2021. All types of income in this category have shown a slight reduction so there was no single cause but the recovery rate for Gift Aid has dropped by almost 3%. As effectively we lost 3% of the total income, the reduction in Gift Aid Recovered was one of the main factors contributing to the decrease.

Income from Charitable and Trading Activities

There was no significant income from charitable activities after the outstanding Biffa grant for the hall refurbishment was received in early 2020. While the Trading Receipts from rentals increased as COVID-19 restrictions were being lifted, it was still not at full capacity. Fund Raising Receipts were mostly made up of the income Christmas Bazaar and the dance show "Journey of the Magi", which was hugely popular.

Expenditure



Decrease in Total Expenditure

- Church Running Cost (Note 8): The reduction was due to no major Repairs and Maintenance costs and lower Utilities payments
- Clergy and Staff Cost (Note 9): The increase was due to the appointments of the part-time Choir Director and Youth Worker Apprentice (funded by the Missions Fund) as well as the refurbishment costs incurred for St Martin's Cottage
- Trading and Hall Cost (Note 12): The reduction was due to the completion of the Hall Refurbishment project in 2020

The Common Fund remained the biggest expenditure item

Our contribution to the Common Fund was reduced to £56,800 following an agreement with the Diocesan of London. We saved £26,000 but this was still about 47% of total expenditure even at the reduced level. Nevertheless, we managed to eliminate the "Commitment Gap" as the Unrestricted portion of the surplus for 2021, £24,907, would be completely wiped out if we had paid the full amount.

Repayments for London Diocesan Fund Loan started in September 2019

£4,992 of the loan was repaid in 2021. The total repayment due in 2022 would be £4,992. This was an interest free loan repayable over 4 years with repayment starting from 1 year after drawn down. As we drew down the loan in August 2018, the loan would be fully repaid by September 2023.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2021

Result for the year

The consolidated increase in funds for the year was £40,699 (2020: £14,800 increase) of which £24,907 surplus was attributable to unrestricted funds and £15,792 surplus to restricted funds.

Going Concern

We expect the income from donation and rental to remain at a reduced level in 2022 due to COVID-19. Our 2022 budget projected a break even for the year ended 31 December 2022. As the main cost being our pledge to the London Diocesan Common Fund, the PCC has agreed with the Diocese that we would commit to two thirds of the full amount. As a result, they have adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy is to maintain sufficient free reserves (if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Income from Donations and Legacies					
Planned Giving		48,385		48,385	50,003
Other Giving		5,918		5,918	7,778
Loose Collections - Junior Church		-		-	170
Other Voluntary Receipts	2	22,195	20,281	42,476	44,796
Gift Aid Recovered		21,297		21,297	24,194
		<u>97,795</u>	<u>20,281</u>	118,076	126,941
Income from Charitable Activities					
Grant Received			1,600	1,600	22,750
PCC Fees		150		150	588
Agency Fees		796		796	747
		<u>946</u>	<u>1,600</u>	2,546	24,085
Income from Other Trading Activities					
Fund Raising Receipts	3	5,712		5,712	7,476
Trading Receipts	4	34,232		34,232	28,913
		<u>39,944</u>		39,944	36,389
Investment and Other Income					
Deposit Interest Received		-		-	3
		<u>-</u>		<u>-</u>	<u>3</u>
Total Incoming Resources		138,685	21,881	160,566	187,418
Expenditure					
Common Fund		56,800		56,800	82,800
Charitable Giving	5	460	89	549	273
Missions and Other Funds	6	-		-	1,000
Cost of Fund Raising	7	1,070		1,070	271
Church Running Cost	8	15,808		15,808	42,707
Clergy and Staff Cost	9	27,755	6,000	33,755	17,898
Governance	10	300		300	300
Agency Fees	11	796		796	747
Trading and Hall Cost	12	10,789		10,789	26,622
Total Expenditure		<u>113,778</u>	<u>6,089</u>	119,867	172,618
Net Movement		24,907	15,792	40,699	
Fund Balance as at 1 January 2021		471,478	21,798	493,276	
Fund Balance as at 31 December 2021		<u>496,385</u>	<u>37,590</u>	533,975	

The notes on Page 6 to 12 form part of these financial statements.

The Parochial Church Council of St Martin's West Acton

Balance Sheet as at 31 December 2021

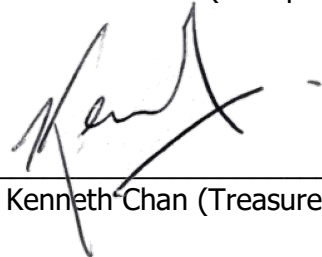
	Notes	£	Total 2021 £	Total 2020 £
Fixed Assets				
Tangible Fixed Assest: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	2,876		2,467
Cash at Bank		148,173		106,945
Cash at CCLA Deposit Account		744		744
Cash in Hand		90		40
			151,883	110,196
Current Liabilities				
LDF Loan Due Within 1 Year		4,992		4,992
Creditors and Accruals	15	12,244		6,264
			17,236	11,256
Net Current Assets / (Liabilities)			134,647	98,940
Long Term Liabilities				
LDF Loan Due After More Than 1 Year			3,328	8,320
Net Assets / (Liabilities)			533,975	493,276
Funds				
Unrestricted Funds	16		496,385	471,478
Restricted Funds	16		37,590	21,798
Fund Balance as at 31 December			533,975	493,276

The notes on Page 6 to 12 form part of these financial statements.

Approved by the Parochial Church Council on 15 May 2022 and signed on their behalf by the Chairperson, Rev'd Julia Palmer, and the Treasurer, Mr Kenneth Chan.



Rev'd Julia Palmer (Chairperson)



Mr Kenneth Chan (Treasurer)

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2. Other Voluntary Receipts				
Occasional Donations	3,672		3,672	7,325
One-off Gifts	18,523	20,000	38,523	3,000
Back on Track Gift Day			-	30,736
Couch to 5k			-	1,052
Children's Society		192	192	73
USPG			-	50
Biffa Grant Application Fee			-	2,000
Women's Refuge			-	260
Mission to Seafarers		89	89	-
Vicar's Discretionary Fund			-	300
	<u>22,195</u>	<u>20,281</u>	<u>42,476</u>	<u>44,796</u>
3. Fund Raising Receipts				
Summer Fair	200		200	-
Summer Lunch	533		533	-
Harvest Lunch	89		89	-
Bonfire Night	40		40	-
Christmas Bazaar	3,651		3,651	95
Quiz			-	90
Candles Sale			-	248
Vicar's Discretionary Fund			-	43
Auction			-	7,000
Journey of the Magi	1,199		1,199	-
	<u>5,712</u>		<u>5,712</u>	<u>7,476</u>
4. Trading Receipts				
Rental - Hall	26,238		26,238	23,154
Rental - Church	7,874		7,874	2,130
Rental - Parish Room	120		120	3,575
Magazine			-	54
	<u>34,232</u>		<u>34,232</u>	<u>28,913</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
5. Charitable Giving				
Willesden Bishop Fund	300		300	-
Agape World	160		160	-
Mission to Seafarers		89	89	-
USPG			-	200
Children's Society			-	73
	<u>460</u>	<u>89</u>	<u>549</u>	<u>273</u>
6. Missions and Other Funds				
Citizens UK			-	1,000
			<u>-</u>	<u>1,000</u>
7. Cost of Fund Raising				
Auction			-	271
Journey of the Magi	1,070		1,070	-
	<u>1,070</u>		<u>1,070</u>	<u>271</u>
8. Church Running Cost				
Requisites	178		178	333
Organ and Piano Tuning	252		252	776
Parish Office	3,766		3,766	3,439
Church and Churchyard Upkeep	1,170		1,170	3,719
Repairs and Maintenance	1,464		1,464	18,220
Utilities	2,166		2,166	8,862
Insurance	5,784		5,784	6,047
Licence and Fees	1,028		1,028	961
Sundry			-	350
	<u>15,808</u>		<u>15,808</u>	<u>42,707</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
9. Clergy and Staff Cost				
Clergy Expenses	1,280		1,280	208
Apprenticeship Scheme Youth Worker	-	6,000	6,000	-
Choir Director	4,570		4,570	-
Organists	1,165		1,165	2,510
Parish Office Administrator	11,220		11,220	11,220
Vicarage Cost	489		489	477
St Martin's Cottage Cost	8,531		8,531	3,483
Sundry	500		500	-
	<u>27,755</u>	<u>6,000</u>	<u>33,755</u>	<u>17,898</u>
10. Governance				
Account Examination Fee	300		300	300
	<u>300</u>		<u>300</u>	<u>300</u>
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The Parochial Church Council of St Martin's West Acton

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	£	£	Total 2021 £	Total 2020 £
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	Buildings		Total	Total
Balance Brought Forward	402,656		402,656	402,656
Addition			-	-
Disposal			-	-
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Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	21,000		(6,000)	15,000
Fabric Fund	-	20,000		20,000
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The Parochial Church Council of St Martin's West Acton

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Mr Amandeep S Bhogal
56 Scarle Road
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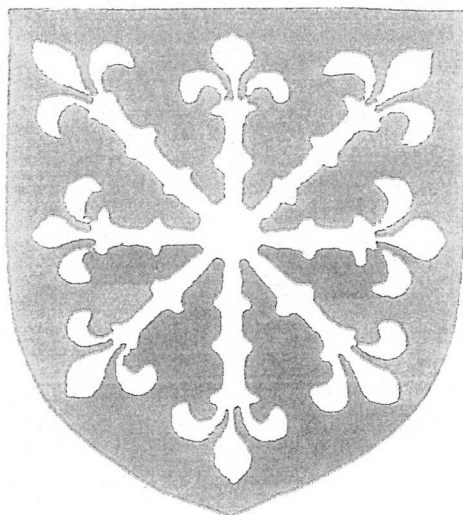
23 April 2022

Accounts

St. Martin's Church West Acton

Parish Reference Number: 22.14

Registered Charity no. 1132976



Annual Report 2020

Angela M North
Angela M North.

ST MARTIN'S CHURCH, WEST ACTON

Annual Report of the Parochial Church Council for 2020

Administrative information

St. Martin's Church is situated in Hale Gardens, Acton. It is part of the Diocese of London within the Church of England. All correspondence should be sent to: The Parish Office, Rear of Church Hall, Hale Gardens, London W3 9SQ.

The Parochial Church Council Of The Ecclesiastical Parish Of Saint Martin, West Acton is a charity registered with the Charity Commission (registered charity number 1132976). Throughout this report the charity will be referred to as the PCC.

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

Incumbent: Revd Julia Palmer

Licensed Lay Minister to the Japanese Anglican Church UK: Mrs Yuki Johnson

Assistant Curate: Rev Bryony Franklin

Reader: Dr Margaret Jones

Reader Emeritus: Mrs Lynne Armstrong

Churchwardens: Mrs Elizabeth Ambridge
Vacant

Deputy Churchwarden: Mrs Camilla Reid

Representatives on the Deanery Synod:

Mr Sam Boundy	Until Oct 2020
Mrs Mary Cook	Until Oct 2020
Revd Bryony Franklin	Until Oct 2020
Mrs Shelley Merrick	From Oct 2020
Ms Rosemary Hart	From Oct 2020

Elected members:*

Mrs Lynne Armstrong	
Mr Kenneth Chan	Treasurer
Mr Raymond Choi	
Mr James Hyde	
Ms Yuki Johnson	
Mr Ben Mason	
Mrs Shelley Merrick	Lay Vice Chair
Ms Angela North	
Mr Lyndon Plant	

Appointed Secretary: Mrs Lynne Armstrong

Sidespeople were:

Arden Anderson	Betty Anderson	John Beastall
Jill Burton	Mary Cook	John Holt
Gill Hull	Margaret Jones	Lyndon Plant
Camilla Reid	Brenda Ward	Ellen West

Bank: HSBC, 31 Holborn, Holborn Circus, London EC1N 2HR

Deposit Account: CCLA Investment Management Ltd, CBF Church of England Funds,
80 Cheapside, London EC2V 6DZ

Independent Examiner

Mr Amandeep Singh Bhogal, 56 Scarle Road, Wembley, Middx HA0 4SN

Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. 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. Members of the PCC with specific responsibilities attend training courses where appropriate. The PCC revises its Risk Assessment Policy on a regular basis.

The Disclosure and Barring Service (DBS) Checking Officer was Mrs Shelley Merrick.

The Safeguarding Officer was Ms Jennifer Dudley.

The Children's Champion was Mrs Shelley Merrick.

The Electoral Roll Officer was Mr Michael Franks.

The Stewardship Officer was Mrs Denise Taylor

Objectives and Activities

St Martin's PCC has the responsibility of co-operating with the incumbent, the Revd Julia Palmer, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Achievements and Performance

The APCM 2020 recorded 148 parishioners on the Church Electoral Roll. The average weekly attendance, counted during October 2020, was 39 adults and 9 children and young people. Attendance online for livestreamed services averaged 30 logged attendances.

A PCC Digest follows later in this report. PCC meetings were held via Zoom. Some business was discussed via email correspondence and decisions later ratified by the full PCC as necessary.

Other group reports contained within this booklet detail their respective achievements during the year.

Financial Review

Total receipts on ordinary restricted and unrestricted funds were £187,418 and are detailed in the Statement of Financial Activities (SoFA).

£172,618 was spent to provide the Christian ministry from St Martin's Church, including the contribution to the Diocesan Common Fund (£82,800), which largely provides the stipends, pension and housing for the clergy.

The net result for the year was a surplus in income over expenditure of £14,800. After adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December for restricted and unrestricted funds totalled £493,276.

Reserves policy

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately six months unrestricted payments, to cover emergency situations that may arise from time to time.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund

Approved by the APCM on 25 April 2021 and signed on their behalf by Revd Julia Palmer (PCC Chair)

and PCC member

St Martin's Annual Parochial Church Meeting 2020 Clergy Report 2020 - 2021

This last year has been an unusual year for St Martins in many ways.

Firstly, we have had three lockdowns because of the pandemic. At the end of March 2020, we were asked by the church authorities to close our doors to help contain the virus. So, we started recording services and broadcasting them on YouTube. This was a learning curve for many of us but for each Sunday morning since then we have 'delivered' a service from St Martins. My thanks go to all those involved in making this happen.

As well as having an online presence our aim in the pandemic was to keep people safe, to keep people connected and to look after our vulnerable and isolated. As well as our YouTube services, we have held some services on Zoom, held all meetings on Zoom, sent out reflections via email and Facebook, and rang people by phone to make sure they were okay. Several members of our community delivered groceries to those who were shielding. Gifts to the foodbank and the Women's refuge have continued throughout.

Secondly, after lockdown one, we re-opened for public worship on 5th July. Fortunately, at St Martins we have a large church so we could do 'socially distance worship' well. We spent a lot of time cleaning and re-organising the church so it was 'COVID-safe' and arranged family tables down each side of the church, so households could sit together. This has proved popular.

Thirdly, we have had to change the way we do services – no communal singing, no refreshments after the service, receiving communion in one kind only (no wine) and wearing face masks in church. But generally, our community has kept safe and well for which I am grateful. The music and singing we have had from the 'broadcasting team' has been an inspiration for many.

Junior church has carried on online and we also have a confirmation group which has also met mainly online. We look forward to the Bishop Confirming our candidates on Easter Sunday (2021).

Fourthly we welcomed Rev Bryony Franklin ordained as priest in September and she has been presiding at the Eucharist since then. Sadly, we said goodbye to Rev Brandy Pearson and Rev Rob Pearson. They retired in September, after a socially distanced celebration, and we wish them well for the future.

The other issue we have had to grapple with is finances. Because the church has been closed our income had gone down considerably. So, we had a 'Getting Back on Track' campaign and an auction at the beginning of December and raised nearly £40,000. This was remarkable. My thanks go to all those involved and to all those who donated gifts and brought gifts at the auction.

Christmas was very different this year, with many people deciding to stay at home and watch online rather than come into church. But we had a very successful carol singing event outside the church where singing was permitted. Many neighbours locally came out to join in.

I am very grateful for the leadership team, the church warden and deputy church warden, for those who work with junior church, for our musicians, for Michael our administrator and the PCC for all their hard work in guiding our church through this most difficult time. I look forward to the year ahead so we can 'Build Back Better' – to coin a phrase.

Rev Julia Palmer 8th March 2021.

ST MARTIN'S CHURCH, WEST ACTON PAROCHIAL CHURCH COUNCIL DIGEST 2020/21

PCC Digest

The St Martin's PCC had two face to face meetings at the beginning of 2020, including a Saturday away-day to discuss the future of St Martins. Since the start of the restrictions on meetings in March 2020 they have been meeting via Zoom. There have been meetings every month, plus one extraordinary meeting in September to discuss the payment of the Common Fund for 2021.

The PCC has made decisions which have enabled the church to continue services, broadcasting via YouTube each Sunday morning and having a Zoom evening prayer service. The decision to hold Junior church via electronic means has been well supported, as has the change in the layout of the church, enabling families to sit together at tables in the side aisles.

The loss of income from the closure of the Hall has been very concerning, as has the loss of plate giving over the period due to the restrictions. The PCC decided to have a fund-raising drive, which included an on-line auction which Camilla and Bob Reid and a small team put together. It was very successful, and we were fortunate to have the help of Donald Collins of Go View as our auctioneer. The outcome of this fundraising effort, together with careful management of our resources, utilising our small reserves, and the generosity of our congregation, was that the church was able to end the year in a better financial position than had been initially anticipated, although outgoings did exceed income overall.

Some of the plans the PCC had made at the awayday were not able to be carried out, but a number were altered to enable them to happen in the altered circumstances we were faced with. The clergy and a small team have worked tirelessly to enable the church to not only survive but to thrive in these very difficult times.

The PCC have taken the challenges of the past year and not given up but have continued to do their best for the church, and St Martin's congregation will appreciate their efforts as the impact of the pandemic reduces and becomes less of a limiting factor in their plans.

CHURCHWARDENS' REPORT 2020 ON THE FABRIC OF THE CHURCH

The Churchwardens are required to report to the Annual Meeting on the fabric and ornaments of the Church. We have pleasure in complying with this requirement for another year.

The Church

During 2020 the Quinquennial Review of the fabric was carried out by the church architect. Issues highlighted in the report included the need to review and rewire the church to bring the electrical installation up to standard and enable the issue of an electrical safety certificate. This work was completed in November 2020. Other works identified included the need for some maintenance work on the church roof and repairs to a window in the Holy Spirit Chapel.

The Cottage

With the Cottage becoming vacant after the retirement of Rob and Brandy Pearson in September, a new boiler has been installed and a Gas Safe certificate issued. The Quinquennial Review identified some repairs required to one corner of the flat roof, and highlighted that the fencing on the balustrade was unsafe. This has now been removed. The windows require repair and renovation, and the flat will need redecoration before it can be occupied.

The Church Hall

The reglazing to replace the hall inner entry doors and the lobby window were completed by the end of the first week in January 2020. The outer entrance and screen was replaced in February 2020. The Hall lobby is now much warmer, the double glazing having reduced the high heat loss levels. The Quinquennial Review highlighted the need to replace the roof over the toilet block. Initiatives are under way to obtain estimates for this work and let a contract for the work to be completed over the summer of 2021.

The Church Grounds

The gardens continue to be maintained in good order. Our garden contractor continues to provide an excellent service, and the grounds provide a very pleasant outlook. The Quinquennial Review highlighted the need to clear soil build up under the Church heating duct outside to minimise corrosion and the removal of ivy from the church walls. This work has been completed. The review also recommended the pruning back of the trees along the Stanway Gardens part of the church grounds. This will be scheduled at an appropriate time.

Finally sincere thanks are due to everyone who in their own way has helped to keep St Martin's in very good order over the past year, and particularly to Bob Reid, who has done sterling work in clearing the church grounds and helping to clear unwanted items to the recycling centre.

*Liza Ambridge
Camilla Reid
Ben Mason*

JUNIOR CHURCH REPORT

Junior Church has continued to run throughout the COVID-19 pandemic, although less frequently and mainly online.

At the start of the pandemic, we experimented with pre-recorded YouTube videos for junior church, which were broadcast in parallel with the 10am online Holy Communion service. However, following feedback from our junior church council, and agreement by the PCC that junior church could be run via online conferencing, sessions have been held via Zoom to facilitate greater interaction and engagement. These currently take place about once a fortnight, at 8:30am as a "Junior church online breakfast", so that Rev Bryony Franklin can lead this, together with another adult, before setting up live streaming for the 10am Holy Communion service from the church. About ten children attend on average.

We follow a fairly standard format starting with an ice breaker activity or some chat about how their week has been, followed by introductory prayers, a bible reading, then a brief talk or video illustrating the reading in some way. We then have an activity such as a game or craft linked to the week's theme. This is followed by prayers with the children invited to suggest who we should pray for – often friends and family who have been affected by COVID-19 as well as other illnesses and situations. We end with the peace and the Lord's Prayer, and celebrate any birthdays. This format seems to work well, although we recognise that Zoom is far less engaging than in-person activities, particularly for younger children.

We did hold one or two in-person junior church sessions in the church hall when permitted in between lockdowns, with advance registration, fixed seating and social distancing. This also worked well and seemed to be real source of joy for the children who enjoyed seeing one another again.

Our young people have also participated in pre-recorded services, particularly the all-age non-Eucharistic services, through reading prayers and scriptures on video or audio, and/or contributing drawings. Several of our older young people have also been part of a junior choir who have both sang at in-person all-age services, and recorded vocals for editing together as a remote online choir.

When able to meet for in-person corporate worship, we have been using 'family tables' set up around the edge of the church, with activities for children provided wherever possible. This is a format that seems to work well and one that we may wish to consider retaining post-pandemic.

Six of our young people also started a confirmation course in Autumn 2020 – based on the Youth Emmaus course. This runs every two weeks and was initially held in person but then moved to an online format in line with lockdown restrictions. This included an online pancake party to which we also invited others from the church. The confirmations will take place on Easter Sunday 2021.

Looking ahead, as we look forward to a time when we can once again meet in person, we are likely to need to additional volunteer junior church leaders as well as establishing which of our current leaders are happy to continue. We will also need to think about how best to re-engage those young people who have not wished to, or not been able to, connect with junior church during the past year.

Bryony Dean Franklin 8 March 2021

SAFEGUARDING REPORT

The Diocese of London introduced a safeguarding policy in 2012, which was then updated in 2015. In line with this policy, we review its implementation and all associated procedures and good practice annually. Copies of the full policy are kept by The Parish Office, Jennifer Dudley and with the church Log Book; a copy is also available on the Diocese of London website. A summary of the policy is available on the notice boards in the church porch and in the church hall. The safeguarding policy requires that a full annual report be presented to the parochial church council (PCC) by the Church Safeguarding Officer, at the first PCC each year after the Annual PCC meeting. Below is a brief summary of the key points:

- There have been no allegations or concerns relating to the safeguarding of children or vulnerable adults.
- The annual safeguarding audit required by the Diocese was been completed during the year, with no actions outstanding.
- The website is monitored to ensure that the correct profile of our safeguarding policy is visible to all.
- The Diocese safeguarding policy requires that each parish appoint a safeguarding officer, a children's champion and one or more evidence checkers for those applying for a Disclosure and Barring Service (DBS) check. Jennifer Dudley is currently our safeguarding officer and Shelley Merrick our children's champion. Shelley Merrick and Bryony Dean Franklin are nominated evidence checkers.
- All staff of the church are up to date with safeguarding training and have the required DBS checks as needed.
- All the current junior church volunteers have the required DBS checks, volunteer agreements and all associated paperwork.

Jennifer Dudley, Parish Safeguarding Officer, 22nd March 2021

JAPANESE ANGLICAN CHURCH (UK)

One of our highlight events before the pandemic began was on 1st Feb when we held a Japanese Community Café to raise funds for the restoration of Shuri Castle in Okinawa, Japan, which was partially destroyed by fire. The Okinawan community is well represented in those who regularly attend the Café. About 120 people came to support this event.

On 5th February I was invited to join a special service for the blessing of the stained glass windows at USPG headquarters in London and read the Psalm. The windows commemorated the 250th anniversary of the Society and represented the first native bishops in different countries, including Japan.

During the pandemic we have continued our regular activities online, including worship, bible study, and community café. During the first lockdown I kept in touch, by post and telephone, with those who are alone and don't have access to the internet. We produced a presentation of the story of Easter, with drawings and photos sent from members.

Members of the Community Café contributed their photos and messages for the video entitled 'London Lockdown messages from the Japanese Community by Shu Tomioka', which had more than 400 views on YouTube.

On 6th August 2020, we held a 'Pray for Peace' in church, remembering the 75th Anniversary of the bombing of Hiroshima and Nagasaki and we produced the video afterwards with music and prayer. Also, we organised two online showings of the film 'Paper Lantern', about reconciliation after the bombing, and in total more than 100 people took part.

We are a small group but we have developed connections with the wider Japanese community and beyond, inviting them to visit our church and giving support to those in need. We have received many messages of appreciation.

In July I have completed my LLM training at the Queen's Foundation Birmingham and was admitted as an LLM in the Diocese of London in October and also was given the title of Reader in the Diocese of Worcester.

Without your support, none of this could have happened. Thank you.

Yuki Johnson *Licensed Lay Minister to the Japanese Anglican Church UK*

4th Action Brownies and Guides

Despite the challenges during the last year the Brownies and Guides have remained active in carrying out activities. We have had to change the way that the activities are offered, including some limited face to face meetings outdoors, a few face-to-face meetings indoors, and a lot of Zoom sessions.

We haven't been able to physically go on any trips this year, but have earned a mountain of badges! We were able to still have our Easter Egg Hunt in the Church grounds rather than in the Church, and it was a little later than we would have liked, indeed it was in July! We had great fun having an outdoor cooking session, with the Guides cooking a three-course meal in fires made in colanders. All this without setting fire to the Church.

During the year one of our Guides has gained all six of the programme Theme awards, just needing to complete a challenge in order to gain the highest award possible at Guides – the Gold Award. We have three Guides that have gained their Silver Award and four Guides their Bronze Award. The Brownies have also done extremely well, with one Brownie gaining her Gold Award, a second is nearly there. The Brownies have achieved four Silver Awards and seven Bronze Awards. When we had our face-to-face meetings at Christmas each of the girls took home a bag containing the badges that they had earned – one parent added them up to be 22 badges! I certainly didn't envy that sewing challenge.

We have embraced the challenge of meeting over Zoom – even managing to enrol several of the girls over Zoom – not something I could have imagined doing a year ago. We have had some new girls join us, it will be good to actually meet them and their parents when we are able to restart

meeting again. Sadly, we did lose some girls due to the lockdown, so our numbers are not as healthy as they would normally be. As with everyone, this has impacted onto our running costs, but we are grateful for the support of the members that we have kept.

In order to keep the girls engaged we made up packs of activities for the girls to complete during our Zoom meetings. On three occasions I could be found outside the Church handing activity packs over to parents – I am sure this will have looked quite odd to our neighbours.

We are very much looking forward to being able to meet again, although it will have to be a mix of some face-to-face meetings and some Zoom meetings for a little while yet. Our next challenge is a Virtual Sleepover, we would have been away with the girls during 2020, but were obviously unable to, so Zoom sessions it will be. I look forward to letting you all know how the Virtual Sleepover goes!

Jennifer Dudley Brownie (Brown Owl) and Guide (Squirrel) Leader 22nd March 2021

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2020

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Rev'd Julia Palmer
Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2020

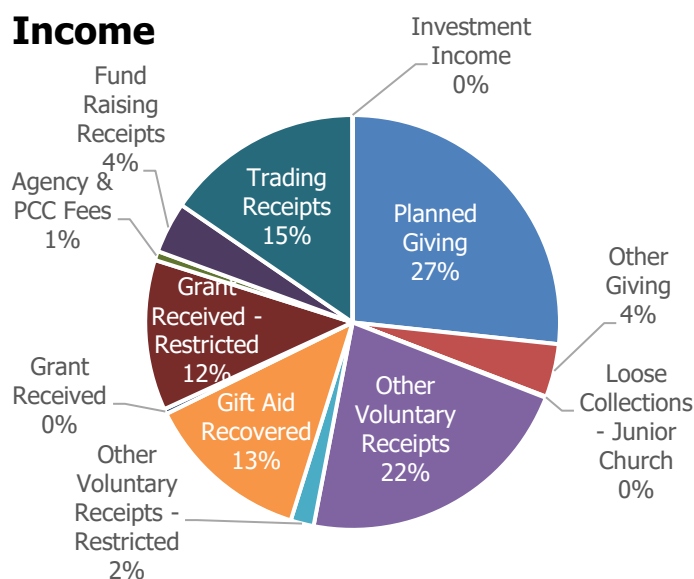
Introduction

I present the Treasurer's Report for the year ended 31 December 2020. On behalf of the PCC, I would like to thank each and every one of you for the wonderful financial support you have given to the church during these extremely challenging times.

At the time of writing, it has been almost 15 months since COVID-19 started to spread in the UK and more than a year through the intermittent lockdowns. As the church was closed for about half of 2020, our finance was significantly impacted as we lost the rental incomes and church collections. We were forecasting a deficit in day to day running costs of more than £30,000 for the year in June 2020. Faced with this challenge, the PCC put together an urgent "Back on Track" appeal which was launched during late Summer 2020.

With God's help, and your enormous generosity, at the year-end we ended up with £14,800 surplus. This was an amazing achievement. It has not only helped us to get through 2020, but also put us in a much stronger financial position to deal with the challenges in 2021. As we gradually ease back to normality with the effect of vaccination taking hold in the community, I look forward to seeing our church opens to the public once again; and I am excited for the opportunities that St Martin's can contribute to help develop the spiritual wellbeing of the wider community.

Income



Increase in Income from Donation and Legacies

Despite losing almost half of the income from church collections due to the lockdowns, the income from total donations and legacies increased by £11,278 (10%) to £126,941 in 2020. This was mainly driven by the success of the Back on Track appeal which raised more than £30,000 (excluding Gift Aid Recovered) on the Gift Day alone. In addition, there was a 12% increase in Planned Giving leading to the breakthrough of £50,000 benchmark for the first time.

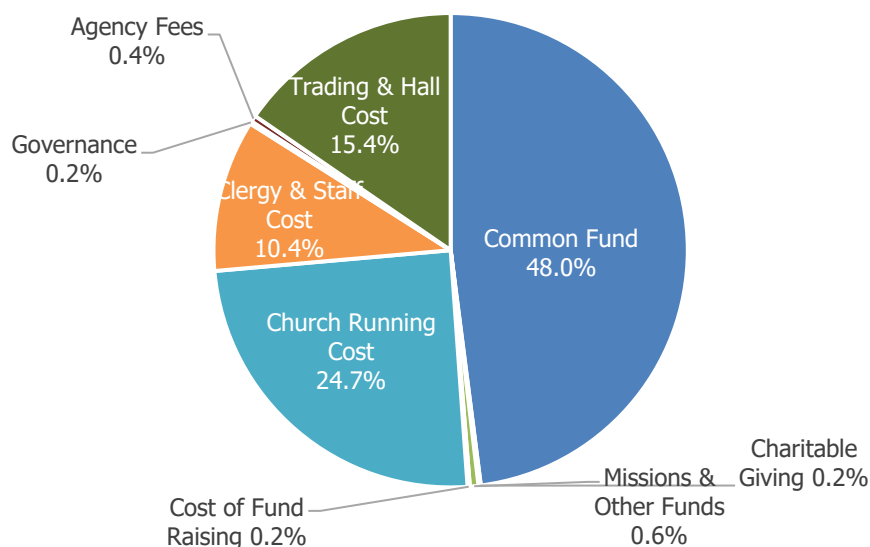
Income from Charitable and Trading Activities

The bulk of income from charitable activities was the outstanding Biffa grant for the hall refurbishment carried out in 2019 and early 2020. While the Trading Receipts from rentals were decreased as a consequence of the lockdowns, Fund Raising Receipts were outstanding with the phenomenally popular first ever auction raising £7,000 within 2 hours.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2020

Expenditure



All types of Expenditure remained broadly unchanged except for the Church Running and Trading and Hall Costs

Church Running Cost (Note 8):

- (i) Church and Churchyard Upkeep – Included £1,896 one-off cost for returfing the lawn
- (ii) Repairs and Maintenance – Included £15,523 one-off cost for rewiring the whole church
- (iii) Sundry – Included £350 one-off cost for streaming equipment

Trading and Hall Cost (Note 12):

- (i) Cleaning – Increased due to additional cleaning to prevent COVID-19
- (ii) Refurbishment – Final payment of £16,304 for new glazed entrance

The Common Fund remained the biggest expenditure item

Our contribution to the Common Fund remained at £82,800 following an agreement with the Diocesan of London to hold our contribution at 2019 level. This was about 48% of total expenditure (60% of recurring expenditure). As an ongoing commitment, there remained a "Commitment Gap" in spite of the increase in Planned Giving.

Repayments for London Diocesan Fund Loan started in September 2019

£4,992 of the loan was repaid in 2020. The total repayment due in 2021 would be £4,992. This was an interest free loan repayable over 4 years with repayment starting from 1 year after drawn down. As we drew down the loan in August 2018, the loan would be fully repaid by September 2023.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2020

Result for the year

The consolidated increase in funds for the year was £14,800 (2019: £11,807 decrease) of which £10,460 deficit was attributable to unrestricted funds and £25,260 surplus to restricted funds. This surplus was caused by the delay in receiving the remaining £24,000 Biffa grant from 2019 to 2020.

Going Concern

We expect the income from donation and rental to remain at a reduced level in 2021 due to COVID-19. Our 2021 budget projected a deficit of just over £10,000 for the year ended 31 December 2021. As the main cost being our pledge to the London Diocesan Common Fund, the PCC has agreed with the Diocese that we would commit to two thirds of the full amount.

Furthermore, with the receipt of an one-off donation of £15,000 recently, the PCC now expects a modest surplus for the year ended 31 December 2021. As a result, they have adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy is to maintain sufficient free reserves (if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Income from Donations and Legacies					
Planned Giving		50,003		50,003	44,568
Other Giving		7,778		7,778	12,049
Loose Collections - Junior Church		170		170	803
Other Voluntary Receipts	2	41,413	3,383	44,796	41,605
Gift Aid Recovered		24,194		24,194	16,638
		<u>123,558</u>	<u>3,383</u>	126,941	115,663
Income from Charitable Activities					
Grant Received		750	22,000	22,750	12,000
PCC Fees		588		588	339
Agency Fees		747		747	271
		<u>2,085</u>	<u>22,000</u>	24,085	12,610
Income from Other Trading Activities					
Fund Raising Receipts	3	7,476		7,476	5,039
Trading Receipts	4	28,913		28,913	38,456
		<u>36,389</u>		36,389	43,495
Investment and Other Income					
Deposit Interest Received		3		3	6
		<u>3</u>		3	6
Total Incoming Resources		162,035	25,383	187,418	171,774
Expenditure					
Common Fund		82,800		82,800	82,800
Charitable Giving	5	150	123	273	325
Missions and Other Funds	6	1,000		1,000	2,160
Cost of Fund Raising	7	271		271	3,765
Church Running Cost	8	42,707		42,707	21,676
Clergy and Staff Cost	9	17,898		17,898	22,825
Governance	10	300		300	300
Agency Fees	11	747		747	271
Trading and Hall Cost	12	26,622		26,622	49,459
Total Expenditure		<u>172,495</u>	<u>123</u>	172,618	183,581
Net Movement		(10,460)	25,260	14,800	
Fund Balance as at 1 January 2020		481,938	(3,462)	478,476	
Fund Balance as at 31 December 2020		<u>471,478</u>	<u>21,798</u>	493,276	

The notes on Page 6 to 12 form part of these financial statements.

The Parochial Church Council of St Martin's West Acton

Balance Sheet as at 31 December 2020

	Notes	£	Total 2020 £	Total 2019 £
Fixed Assets				
Tangible Fixed Assest: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	2,467		7,083
Cash at Bank		106,945		91,268
Cash at CCLA Deposit Account		744		741
Cash in Hand		40		34
			110,196	99,126
Current Liabilities				
LDF Loan Due Within 1 Year		4,992		4,992
Creditors and Accruals	15	6,264	11,256	5,001
Net Current Assets / (Liabilities)			98,940	89,133
Long Term Liabilities				
LDF Loan Due After More Than 1 Year			8,320	13,313
Net Assets / (Liabilities)			493,276	478,476
Funds				
Unrestricted Funds	16		471,478	481,938
Restricted Funds	16		21,798	(3,462)
Fund Balance as at 31 December 2019			493,276	478,476

The notes on Page 6 to 12 form part of these financial statements.

Approved by the Parochial Church Council on 19 April 2021 and signed on their behalf by the Chairperson, Rev'd Julia Palmer, and the Treasurer, Mr Kenneth Chan.



Rev'd Julia Palmer
Chairperson



Mr Kenneth Chan
Treasurer

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Tax reclaims on Donations and Gifts: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer Help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental Income: Rental income from the letting of the church is recognised when the rental is due.

Investment Income: This is the interest from the CCLA Deposit Account and is included in the accounts when receivable.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

1.3 Expenditures and Liabilities

Liabilities: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance Costs: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

1.4 Assets

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

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

Tangible Fixed Assets for Use by Charity: No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out on a regular basis and any resultant loss identified included in expenditure for the year.

1.5 Funds

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

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

1.6 Paid Employees

The PCC did not have any paid employees during the year.

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
2. Other Voluntary Receipts				
Back on Track Gift Day	30,736		30,736	6,558
One-off Gifts	2,000	1,000	3,000	26,000
Occasional Donations	7,325		7,325	5,335
Couch to 5k	1,052		1,052	-
Children's Society		73	73	197
USPG		50	50	-
Biffa Grant Application Fee		2,000	2,000	3,515
Women's Refuge		260	260	-
Vicar's Discretionary Fund	300		300	-
	<u>41,413</u>	<u>3,383</u>	<u>44,796</u>	<u>41,605</u>
3. Fund Raising Receipts				
Christmas Bazaar	95		95	2,168
Vicar's Discretionary Fund	43		43	84
Bonfire Night			-	80
Harvest Lunch			-	130
JAC Community Café			-	237
Organists' Lunch			-	291
Summer Fair			-	1,769
Summer Lunch			-	280
Quiz	90		90	-
Candles Sale	248		248	-
Auction	7,000		7,000	-
	<u>7,476</u>		<u>7,476</u>	<u>5,039</u>
4. Trading Receipts				
Rental - Hall	23,154		23,154	30,733
Rental - Church	2,130		2,130	4,451
Rental - Parish Room	3,575		3,575	3,110
Magazine	54		54	162
	<u>28,913</u>		<u>28,913</u>	<u>38,456</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
5. Charitable Giving				
Willesden Bishop Fund			-	275
St John the Evangelist Wembley Choir			-	50
USPG	150	50	200	-
Children's Society		73	73	-
	<u>150</u>	<u>123</u>	<u>273</u>	<u>325</u>
6. Missions and Other Funds				
Christians Together in Central Ealing			-	50
Worcester Diocesan			-	2,000
Mission and Outreach			-	110
Citizens UK	1,000		1,000	-
	<u>1,000</u>		<u>1,000</u>	<u>2,160</u>
7. Cost of Fund Raising				
Biffa Grant Application Fee			-	3,515
Christmas Bazaar			-	150
Summer Fair			-	100
Auction	271		271	-
Summer Fair			-	-
	<u>271</u>		<u>271</u>	<u>3,765</u>
8. Church Running Cost				
Requisites	333		333	534
Organ and Piano Tuning	776		776	1,187
Flowers			-	18
Parish Office	3,439		3,439	3,040
Church and Churchyard Upkeep	3,719		3,719	1,552
Repairs and Maintenance	18,220		18,220	1,914
Utilities	8,862		8,862	6,631
Insurance	6,047		6,047	5,928
Licence and Fees	961		961	872
Sundry	350		350	-
	<u>42,707</u>		<u>42,707</u>	<u>21,676</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
9. Clergy and Staff Cost				
Clergy Expenses	208		208	501
Organists	2,510		2,510	5,760
Parish Office Administrator	11,220		11,220	10,962
Verger			-	50
Vicarage Cost	477		477	1,972
St Martin's Cottage Cost	3,483		3,483	882
Sundry			-	2,698
	17,898		17,898	22,825
10. Governance				
Account Examination Fee	300		300	300
	300		300	300
11. Agency Fees				
Service Fees for LDF	747		747	271
	747		747	271
12. Trading and Hall Cost				
Cleaning	4,325		4,325	3,400
Repairs and Maintenance	325		325	3,567
Utilities	5,648		5,648	5,669
Refurbishment	16,304		16,304	36,000
Licence and Fees	20		20	823
	26,622		26,622	49,459

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
13. Tangible Fixed Assests				
	Buildings		Total	Total
Balance Brought Forward	402,656		402,656	402,656
Addition			-	-
Disposal			-	-
Balance Carried Forward	<u>402,656</u>		<u>402,656</u>	<u>402,656</u>
14. Debtors and Prepayments				
St Martin's Cottage Cost Contributions			-	1,368
Gift Aid Recovered Due From HMRC	1,424		1,424	5,715
Rental - Hall	63		63	-
Rental - Parish Room	980		980	-
	<u>2,467</u>		<u>2,467</u>	<u>7,083</u>
15. Creditors and Accruals				
Unclaimed Expenses	336		336	120
Service Fees for LDF	5,328		5,328	4,581
Account Examination Fee	600		600	300
	<u>6,264</u>		<u>6,264</u>	<u>5,001</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

16. Church Funds

	Balance b/f	Income	Expenditure	Balance c/f
Unrestricted Funds				
General	442,977	159,735	(157,908)	444,804
32.5k Fund	25,105			25,105
Catering for Community	1,677	2,000	(3,677)	-
Hall SOS	10,910		(10,910)	-
Designated - St Martin's Music Society	79			79
Designated - St Martin's Players	784			784
Designated - Vicar's Discretionary Fund	406	300		706
Total Unrestricted Funds	481,938	162,035	(172,495)	471,478
Restricted Funds				
Children's Society	391	73	(73)	391
Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	20,000	1,000		21,000
Biffa Grant	(24,000)	24,000		-
RNLI	30			30
USPG		50	(50)	-
Women's Refuge		260		260
Total Restricted Funds	(3,462)	25,383	(123)	21,798
Total Church Funds	478,476	187,418	(172,618)	493,276

The Parochial Church Council of St Martin's West Acton

Independent Examiner's Report to the Trustees / Members

I report on the financial statements for the year ended 31 December 2020 which are set out on pages 4 to 12.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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



Mr Amandeep S Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

19 April 2021

Parish of St Martin's West Acton

Parish Reference: 22.14

Registered Charity No: 1132976



Financial Statements of the Parochial Church Council

for the year ended 31 December 2020

Parish of St Martin's West Acton Hale Gardens, London, W3 9SQ

Parish Reference: 22.14

Registered Charity No: 1132976

(Registered as The Parochial Church Council of the Ecclesiastical Parish of
St Martin, West Acton)

Website: www.stmartinswestacton.co.uk

Email: stmartins@stmartinswestacton.com



Incumbent:

Rev'd Julia Palmer
Parish Office
Rear of church hall
Hale Gardens
London W3 9SQ

Bank:

HSBC
31 Holborn
Holborn Circus
London EC1N 2HR

Deposit Account:

CCLA Investment Management Ltd
CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mr Amandeep Singh Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2020

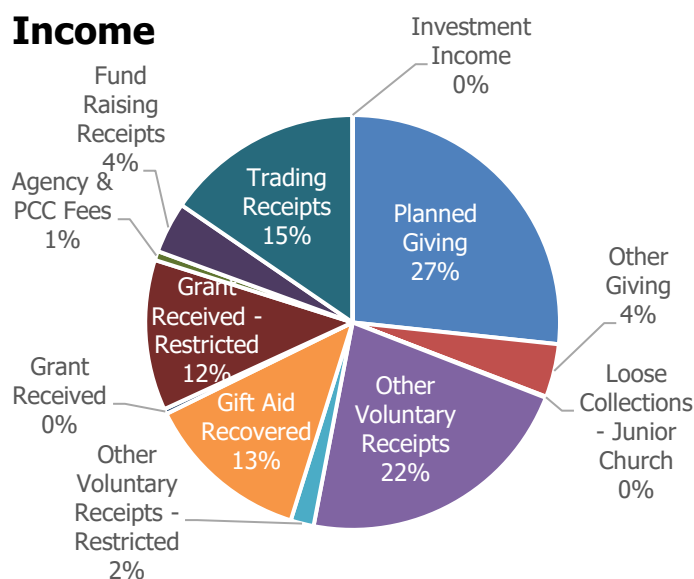
Introduction

I present the Treasurer's Report for the year ended 31 December 2020. On behalf of the PCC, I would like to thank each and every one of you for the wonderful financial support you have given to the church during these extremely challenging times.

At the time of writing, it has been almost 15 months since COVID-19 started to spread in the UK and more than a year through the intermittent lockdowns. As the church was closed for about half of 2020, our finance was significantly impacted as we lost the rental incomes and church collections. We were forecasting a deficit in day to day running costs of more than £30,000 for the year in June 2020. Faced with this challenge, the PCC put together an urgent "Back on Track" appeal which was launched during late Summer 2020.

With God's help, and your enormous generosity, at the year-end we ended up with £14,800 surplus. This was an amazing achievement. It has not only helped us to get through 2020, but also put us in a much stronger financial position to deal with the challenges in 2021. As we gradually ease back to normality with the effect of vaccination taking hold in the community, I look forward to seeing our church opens to the public once again; and I am excited for the opportunities that St Martin's can contribute to help develop the spiritual wellbeing of the wider community.

Income



Increase in Income from Donation and Legacies

Despite losing almost half of the income from church collections due to the lockdowns, the income from total donations and legacies increased by £11,278 (10%) to £126,941 in 2020. This was mainly driven by the success of the Back on Track appeal which raised more than £30,000 (excluding Gift Aid Recovered) on the Gift Day alone. In addition, there was a 12% increase in Planned Giving leading to the breakthrough of £50,000 benchmark for the first time.

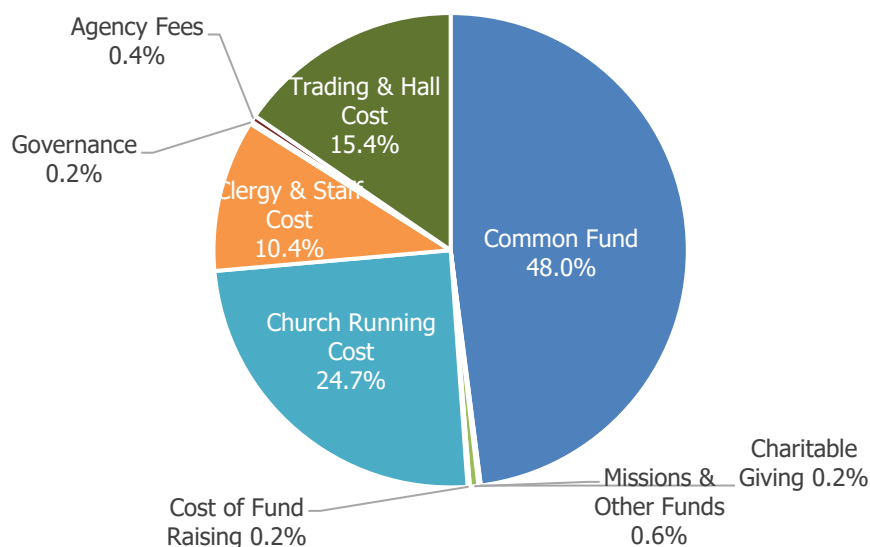
Income from Charitable and Trading Activities

The bulk of income from charitable activities was the outstanding Biffa grant for the hall refurbishment carried out in 2019 and early 2020. While the Trading Receipts from rentals were decreased as a consequence of the lockdowns, Fund Raising Receipts were outstanding with the phenomenally popular first ever auction raising £7,000 within 2 hours.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2020

Expenditure



All types of Expenditure remained broadly unchanged except for the Church Running and Trading and Hall Costs

Church Running Cost (Note 8):

- (i) Church and Churchyard Upkeep – Included £1,896 one-off cost for returfing the lawn
- (ii) Repairs and Maintenance – Included £15,523 one-off cost for rewiring the whole church
- (iii) Sundry – Included £350 one-off cost for streaming equipment

Trading and Hall Cost (Note 12):

- (i) Cleaning – Increased due to additional cleaning to prevent COVID-19
- (ii) Refurbishment – Final payment of £16,304 for new glazed entrance

The Common Fund remained the biggest expenditure item

Our contribution to the Common Fund remained at £82,800 following an agreement with the Diocesan of London to hold our contribution at 2019 level. This was about 48% of total expenditure (60% of recurring expenditure). As an ongoing commitment, there remained a "Commitment Gap" in spite of the increase in Planned Giving.

Repayments for London Diocesan Fund Loan started in September 2019

£4,992 of the loan was repaid in 2020. The total repayment due in 2021 would be £4,992. This was an interest free loan repayable over 4 years with repayment starting from 1 year after drawn down. As we drew down the loan in August 2018, the loan would be fully repaid by September 2023.

The Parochial Church Council of St Martin's West Acton

Treasurer's Report for the year ended 31 December 2020

Result for the year

The consolidated increase in funds for the year was £14,800 (2019: £11,807 decrease) of which £10,460 deficit was attributable to unrestricted funds and £25,260 surplus to restricted funds. This surplus was caused by the delay in receiving the remaining £24,000 Biffa grant from 2019 to 2020.

Going Concern

We expect the income from donation and rental to remain at a reduced level in 2021 due to COVID-19. Our 2021 budget projected a deficit of just over £10,000 for the year ended 31 December 2021. As the main cost being our pledge to the London Diocesan Common Fund, the PCC has agreed with the Diocese that we would commit to two thirds of the full amount.

Furthermore, with the receipt of an one-off donation of £15,000 recently, the PCC now expects a modest surplus for the year ended 31 December 2021. As a result, they have adopted the going concern basis of accounting.

Reserves policy

The PCC's reserves policy is to maintain sufficient free reserves (if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

The Parochial Church Council of St Martin's West Acton

Statement of Financial Activities for the year ended 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Income from Donations and Legacies					
Planned Giving		50,003		50,003	44,568
Other Giving		7,778		7,778	12,049
Loose Collections - Junior Church		170		170	803
Other Voluntary Receipts	2	41,413	3,383	44,796	41,605
Gift Aid Recovered		24,194		24,194	16,638
		<u>123,558</u>	<u>3,383</u>	126,941	115,663
Income from Charitable Activities					
Grant Received		750	22,000	22,750	12,000
PCC Fees		588		588	339
Agency Fees		747		747	271
		<u>2,085</u>	<u>22,000</u>	24,085	12,610
Income from Other Trading Activities					
Fund Raising Receipts	3	7,476		7,476	5,039
Trading Receipts	4	28,913		28,913	38,456
		<u>36,389</u>		36,389	43,495
Investment and Other Income					
Deposit Interest Received		3		3	6
		<u>3</u>		3	6
Total Incoming Resources		162,035	25,383	187,418	171,774
Expenditure					
Common Fund		82,800		82,800	82,800
Charitable Giving	5	150	123	273	325
Missions and Other Funds	6	1,000		1,000	2,160
Cost of Fund Raising	7	271		271	3,765
Church Running Cost	8	42,707		42,707	21,676
Clergy and Staff Cost	9	17,898		17,898	22,825
Governance	10	300		300	300
Agency Fees	11	747		747	271
Trading and Hall Cost	12	26,622		26,622	49,459
Total Expenditure		<u>172,495</u>	<u>123</u>	172,618	183,581
Net Movement		(10,460)	25,260	14,800	
Fund Balance as at 1 January 2020		481,938	(3,462)	478,476	
Fund Balance as at 31 December 2020		<u>471,478</u>	<u>21,798</u>	493,276	

The notes on Page 6 to 12 form part of these financial statements.

The Parochial Church Council of St Martin's West Acton

Balance Sheet as at 31 December 2020

	Notes	£	Total 2020 £	Total 2019 £
Fixed Assets				
Tangible Fixed Assest: Buildings	13		402,656	402,656
Current Assets				
Debtors and Prepayments	14	2,467		7,083
Cash at Bank		106,945		91,268
Cash at CCLA Deposit Account		744		741
Cash in Hand		40		34
			110,196	99,126
Current Liabilities				
LDF Loan Due Within 1 Year		4,992		4,992
Creditors and Accruals	15	6,264	11,256	5,001
Net Current Assets / (Liabilities)			98,940	89,133
Long Term Liabilities				
LDF Loan Due After More Than 1 Year			8,320	13,313
Net Assets / (Liabilities)			493,276	478,476
Funds				
Unrestricted Funds	16		471,478	481,938
Restricted Funds	16		21,798	(3,462)
Fund Balance as at 31 December 2019			493,276	478,476

The notes on Page 6 to 12 form part of these financial statements.

Approved by the Parochial Church Council on 19 April 2021 and signed on their behalf by the Chairperson, Rev'd Julia Palmer, and the Treasurer, Mr Kenneth Chan.



Rev'd Julia Palmer
Chairperson



Mr Kenneth Chan
Treasurer

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

1 Basis of Preparation

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' "true and fair view" provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP).

The Parochial Church Council of St Martin's West Acton (PCC) constitutes a public benefit entity as defined by FRS 102.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 or FRS 102 SORP.

1.1 Income

Incoming resources are included in the Statement of Financial Activities (SoFA) when the PCC becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

1.2 Recognition of Income and Endowments

Fundraising Costs: Funds raised from events and trading activities, e.g. Summer Fair and Christmas Bazaar, are reported gross in the SoFA – i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and Donations: Grants and donations are included in the SoFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

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The Parochial Church Council of St Martin's West Acton

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Rental - Parish Room	3,575		3,575	3,110
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The Parochial Church Council of St Martin's West Acton

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Children's Society		73	73	-
	<u>150</u>	<u>123</u>	<u>273</u>	<u>325</u>
6. Missions and Other Funds				
Christians Together in Central Ealing			-	50
Worcester Diocesan			-	2,000
Mission and Outreach			-	110
Citizens UK	1,000		1,000	-
	<u>1,000</u>		<u>1,000</u>	<u>2,160</u>
7. Cost of Fund Raising				
Biffa Grant Application Fee			-	3,515
Christmas Bazaar			-	150
Summer Fair			-	100
Auction	271		271	-
Summer Fair			-	-
	<u>271</u>		<u>271</u>	<u>3,765</u>
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Repairs and Maintenance	18,220		18,220	1,914
Utilities	8,862		8,862	6,631
Insurance	6,047		6,047	5,928
Licence and Fees	961		961	872
Sundry	350		350	-
	<u>42,707</u>		<u>42,707</u>	<u>21,676</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
9. Clergy and Staff Cost				
Clergy Expenses	208		208	501
Organists	2,510		2,510	5,760
Parish Office Administrator	11,220		11,220	10,962
Verger			-	50
Vicarage Cost	477		477	1,972
St Martin's Cottage Cost	3,483		3,483	882
Sundry			-	2,698
	17,898		17,898	22,825
10. Governance				
Account Examination Fee	300		300	300
	300		300	300
11. Agency Fees				
Service Fees for LDF	747		747	271
	747		747	271
12. Trading and Hall Cost				
Cleaning	4,325		4,325	3,400
Repairs and Maintenance	325		325	3,567
Utilities	5,648		5,648	5,669
Refurbishment	16,304		16,304	36,000
Licence and Fees	20		20	823
	26,622		26,622	49,459

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
13. Tangible Fixed Assests				
	Buildings		Total	Total
Balance Brought Forward	402,656		402,656	402,656
Addition			-	-
Disposal			-	-
Balance Carried Forward	<u>402,656</u>		<u>402,656</u>	<u>402,656</u>
14. Debtors and Prepayments				
St Martin's Cottage Cost Contributions			-	1,368
Gift Aid Recovered Due From HMRC	1,424		1,424	5,715
Rental - Hall	63		63	-
Rental - Parish Room	980		980	-
	<u>2,467</u>		<u>2,467</u>	<u>7,083</u>
15. Creditors and Accruals				
Unclaimed Expenses	336		336	120
Service Fees for LDF	5,328		5,328	4,581
Account Examination Fee	600		600	300
	<u>6,264</u>		<u>6,264</u>	<u>5,001</u>

The Parochial Church Council of St Martin's West Acton

Notes to the financial statements for the year ended 31 December 2020

16. Church Funds

	Balance b/f	Income	Expenditure	Balance c/f
Unrestricted Funds				
General	442,977	159,735	(157,908)	444,804
32.5k Fund	25,105			25,105
Catering for Community	1,677	2,000	(3,677)	-
Hall SOS	10,910		(10,910)	-
Designated - St Martin's Music Society	79			79
Designated - St Martin's Players	784			784
Designated - Vicar's Discretionary Fund	406	300		706
Total Unrestricted Funds	<u>481,938</u>	<u>162,035</u>	<u>(172,495)</u>	471,478
Restricted Funds				
Children's Society	391	73	(73)	391
Diocesan Lent Appeal	80			80
Guinea Fund	37			37
Missions Fund	20,000	1,000		21,000
Biffa Grant	(24,000)	24,000		-
RNLI	30			30
USPG		50	(50)	-
Women's Refuge		260		260
Total Restricted Funds	<u>(3,462)</u>	<u>25,383</u>	<u>(123)</u>	21,798
Total Church Funds	<u><u>478,476</u></u>	<u><u>187,418</u></u>	<u><u>(172,618)</u></u>	<u>493,276</u>

The Parochial Church Council of St Martin's West Acton

Independent Examiner's Report to the Trustees / Members

I report on the financial statements for the year ended 31 December 2020 which are set out on pages 4 to 12.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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



Mr Amandeep S Bhogal
56 Scarle Road
Wembley
Middlesex HA0 4SN

19 April 2021