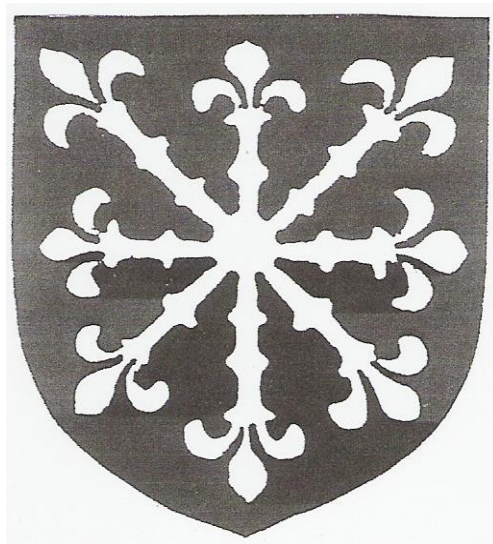


St. Martin's Church West Acton

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

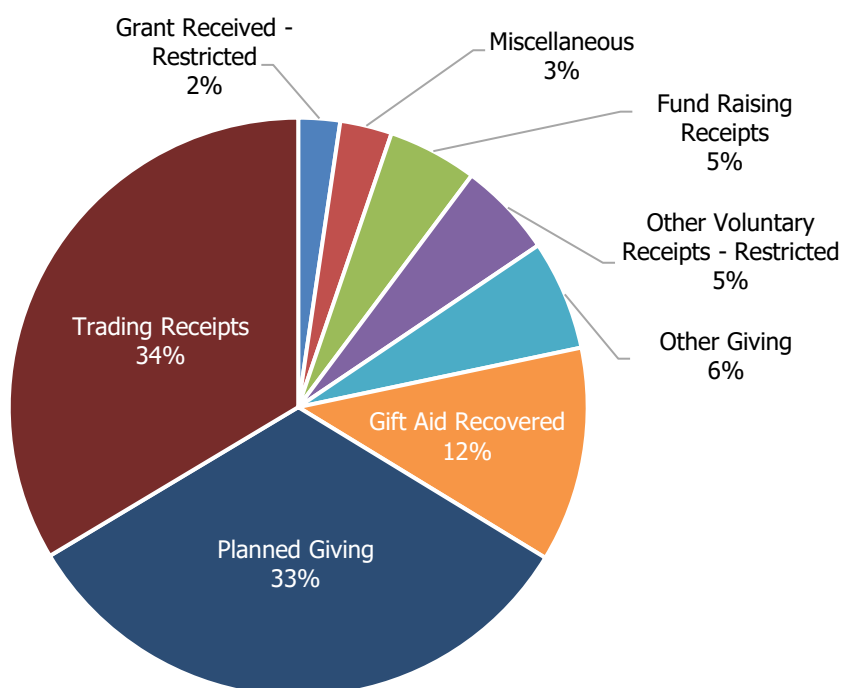
The Parochial Church Council of St Martin's West Acton

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

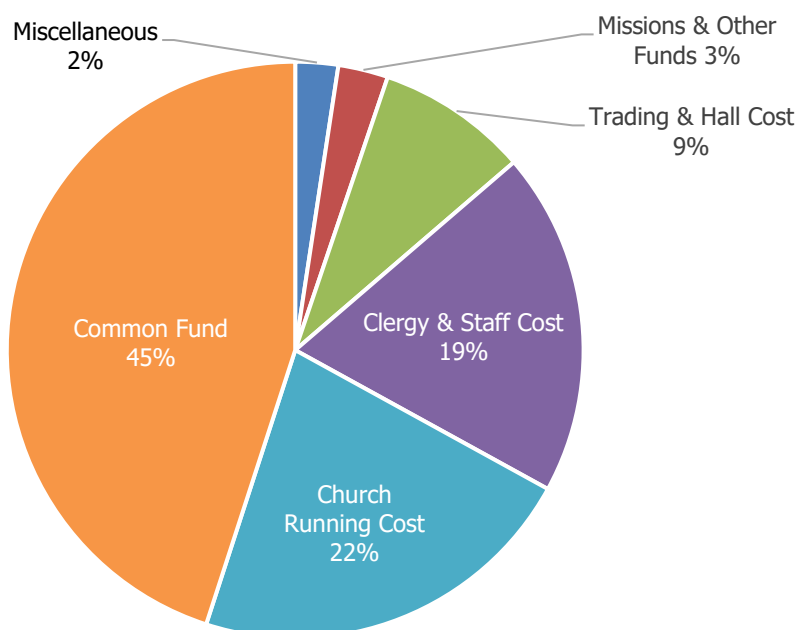
With the signing of the new 5-year lease for the Hall starting from September 2022, Trading Income has been relatively stable and it is expected to remain so over the medium term. For the second year running, income from Trading Activities is more than Planned Giving.

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

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

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

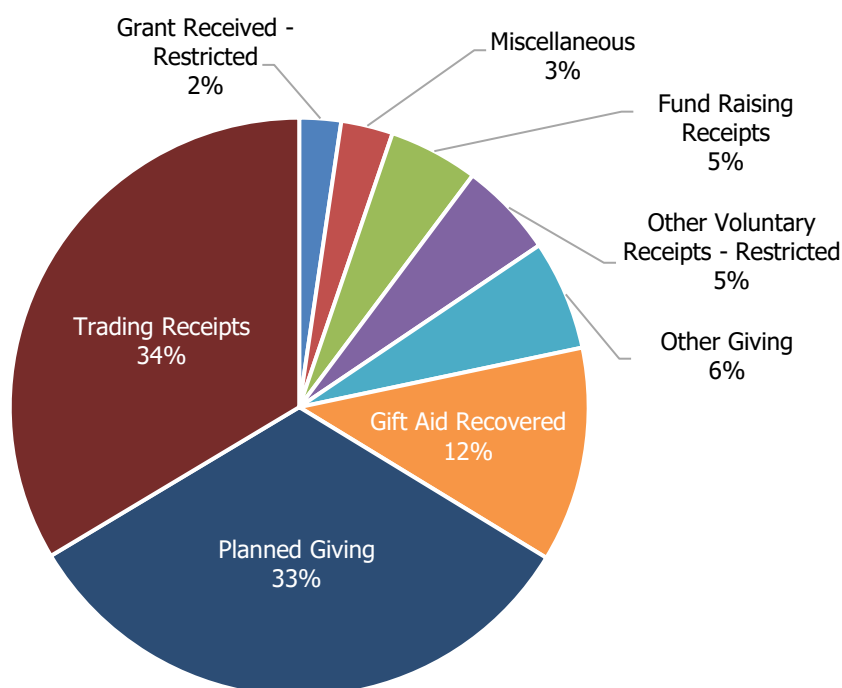
The Parochial Church Council of St Martin's West Acton

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

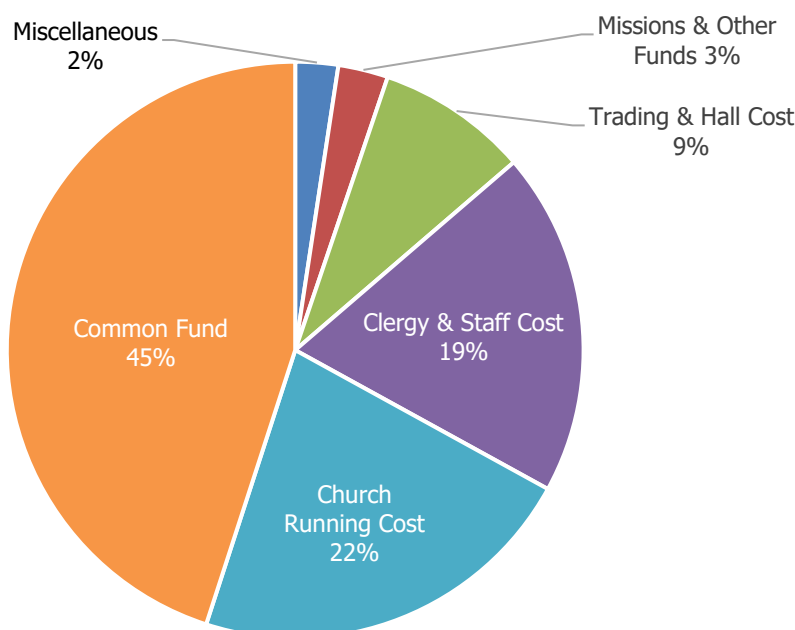
With the signing of the new 5-year lease for the Hall starting from September 2022, Trading Income has been relatively stable and it is expected to remain so over the medium term. For the second year running, income from Trading Activities is more than Planned Giving.

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
	<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

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

30 April 2024