

# **The Parochial Church Council of the Ecclesiastical Parish of St Peter, Notting Hill**

## **Annual Report and Financial Statements For the year ended 31 December 2020**

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**Charity Registration number - 1133807**

**The Parochial Church Council of the  
Ecclesiastical Parish of St Peter, Notting Hill  
Annual Report and Financial Statements  
For the year ended 31 December 2020**

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# **Annual Report**

The Members present their annual report together with the financial statements for the PCC for the 1 January 2020 to 31 December 2020.

## **Background**

On 31 December 2003, under the provisions of a Pastoral Scheme, the former Parish of St John and St Peter, Notting Hill, was dissolved. In its place two new Parishes of St John, Notting Hill, and St Peter, Notting Hill, were created with effect from 1st January 2003. In addition, the Notting Hill Group Ministry was established with these new parishes as its members.

## **Administrative information**

The Parochial Church Council of the Ecclesiastical Parish of St Peter, Notting Hill, (referred to as The Parish of St Peter, Notting Hill) is a charity registered with the Charity Commission under the Charity Registration number 1133807.

## **Structure, governance and management**

The Governing documents of the Parish of St Peter, Notting Hill are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules.

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

## **Objectives and activities**

The Church exists to witness the good news of the God made known in Jesus Christ. St Peter's seeks to be open to God and relevant to the needs of the neighbourhood.

The Church continues to be well used and we are pleased with the number of community groups that use the building. We charge a minimal amount for this use, as what we want to develop is a weaving together of community groups.

The PCC could not achieve its objectives without the invaluable contribution of numerous volunteers and helpers throughout the year.

Given the charitable status of the Parish, the PCC have given due consideration to the guidance issued by the Charity Commission on Public Benefit.

## **Membership**

The method of appointment of PCC members is set out in the Church Representation Rules. The members of the PCC are regarded as the trustees of the charity.

At the balance sheet date, the following were members of the PCC:

### **Ex Officio Members:**

Reverend Pat Allerton	(Vicar)
Reverend Adrian May	(Associate Vicar)
Helen Doery	(Licensed Lay Reader)
Susannah Steel	(Church Warden)
Tommaso Crackett	(Church Warden until 26/10/2020)
Will Josten	(Church Warden appointed 26/10/2020)
Christopher East	(Deanery Synod Representative)
Andrew Colvin	(Deanery Synod Representative appointed 26/10/2020)
Emma Raspin	(Deanery Synod Representative appointed 26/10/2020)

### **Elected Members:**

Lucy Ahad	
Amooti Binaisa	(appointed 26/10/2020)
Jonathan Cheal	(resigned 26/10/2020)
Tommaso Crackett	(appointed 26/10/2020)
Sandra Crane	
Andrew Colvin	(appointed 26/10/2020)
Shuna Dickson	
Christopher East	(appointed 26/10/2020)
Bethany Hutchinson	(appointed 26/10/2020)
Rafe MacDonell	(resigned 26/10/2020)
Jonas Masahi	
Jean Ross Russell	
John Seal	(resigned 26/10/2020)
Jonathan Stadlen	(resigned 02/07/2020)
James Steel	
Kerrie Stevenson	(resigned 26/10/2020)
Rebecca Tierney	

## **Review of the year and our achievements and performance**

None of us will forget 2020. The most extraordinary year in our lifetime. But it began so well in January with a wonderful church weekend away, gathering over 75 of our church family, old members and new, for a memorable time of fellowship, teaching, ministry and fun! It was the perfect way to start the year, setting a new vision with a real sense of unity. And then it all changed...

In March, Covid arrived, lockdown came in and churches were shut. We quickly needed to figure out a new way of doing church that could continue to sustain and spiritually nourish our people. Fortunately, the world of Facebook and YouTube now mean that it's possible to gather online from the comfort of our own homes! We began to find our feet and with Rafe's extraordinary generosity and servant-heartedness, were able to host live church services that went out on Sunday mornings. Quite quickly, we were putting together a relatively entertaining and spiritually rich hour-long service, with many new joiners tuning in. What with all the publicity from 'The Portable Priest' activities, we expect to see many visitors when church opens properly.

Unable to meet together physically, a new church WhatsApp group of around 90 people came together, offering encouragements and prayers. For a couple of months we had a daily thought from the Psalms, offered by a different person each time.

2020 saw big changes on the staff front. During the year we said goodbye to Anita and Laura who'd done great work. In January, we welcomed Rachel onto the team as Chief Operating Officer. Joe then joined in May as our new Worship Pastor. In November, Victoria joined us as Finance Officer and in December, Grace joined us as the Church Administrator on a temporary basis. The team is incredibly strong just now and we are well set to grow on all fronts.

Zoom has allowed for home groups to continue to meet week by week, enabling people to gather for bible study and prayer. We were also able to hold a weekly online prayer meeting which was well attended and allowed us to push back against the darkness of the time.

Covid may have played havoc with In-person services, but that didn't stop us laying on some stunning carols by candlelight services, as well as a couple of outdoor carol services with the façade lit up with multi-coloured lights! Might not be everyone's cup of tea, but it was definitely a crowd pleaser, with several hundred coming to enjoy our outdoor services, even in pouring rain! Definitely one to keep to engage the wider community and allow for all ages to attend.

We were also able to continue to serve the homeless community through cooking for Glass Door, even during the winter months of covid, although sadly we weren't allowed to let them stay the night. From January to March 2020 however, we were able to operate as usual. Every Tuesday night, up to 40 guests would come to St. Peter's for a home cooked 3 course meal and a warm place to sleep. Teams of volunteers, led by a different home group each week, supplemented by others from the local community, came together to serve this wonderful and diverse group of people. Many great conversations were had and people felt honoured to be able to help in this way. It is widely seen as a hugely worthwhile venture within the team, a fantastic witness, excellent connector with the wider community and a brilliant use of the building. We look forward to continuing our partnership!

St. Peter's Nursery continued to be a warm and welcoming place for its children and their parents, with a dedicated staff team, led by Tracey, keenly going about their business. Rosemary and Cait went in to lead praise and worship on a weekly basis, gently sowing seeds of faith into the hearts and minds of those little ones. Covid meant that the doors of the nursery eventually had to close for a brief time, but they opened again as soon as allowed! Sadly however, we had to make the decision to close the under 3s. We are very hopeful of bringing back a new-look version with a refreshed vision as soon as possible. On the topic of children's ministry, we also said goodbye to Cait who'd been with us for almost two years! She was such a blessing to have, in several different roles, and together with Rafe brought a huge amount to the life of the church. We miss them greatly!

Mission is the beating heart of the church, following Jesus' final words to His disciples, and we continued to look outwards as much as possible. More directly focused, Alpha continued, with more courses being run and more guests taking the opportunity to explore the big questions of life. In my view there really is no better resource for the church in its bid to keep outreach at the heart of its life. Our vision is that we'd all be on our toes when it comes to thinking of friends or neighbours we could invite. We can but ask, the rest is up to God! Covid simply meant that we had to run our courses online as opposed to in person, which in actual fact works really well! We may have to continue doing that as well as in-person courses.

So looking back over an incredibly challenging year, there's so much to be thankful to God for. Despite the restrictions, we believe we've grown numerically as a church and just can't wait to open the doors properly again and welcome our family, old and new, back in.

### **Church Attendance**

At the end of the year, there were 144 people (2019 - 114) on the Church electoral roll. Jules Rey-Roeber agreed to continue in her role as Electoral Roll Officer. On a typical Sunday in the period pre-Covid (January to March 2020), there were approximately 75 adults and 10 children and young people in the morning service, and 20 adults at the evening service. When churches were allowed to hold in-person services again, from Sunday 5 July 2020, there was an average of 24 adults at the 9am service. We then moved to two morning services from October 2020 and there was an average attendance of approximately 80 people across both services. During the periods of lockdown when churches were not allowed to open, St Peter's provided online services that were watched by an average of 104 viewers each Sunday.

### **Financial Review**

During the year, the Church raised £462,235, with:

- £216,523 received as donations and grants, and
- £245,672 generated from St Peter's Nursery School, the Under3s Drop-In and other Church activities and fees from other groups for using the Church buildings.

In the year, the Church spent a total of £603,135, with:

- £89,460 as a Diocese of London Common Fund contribution funding the clergy in the Diocese (which included £4,260 additional voluntary support),
- £3,364 of additional voluntary mission and charitable giving,
- £85,410 spent on Church running costs,
- £31,921 spent on office running costs,
- £209,091 spent on events and activity costs (including running the St Peter's Nursery School and Under 3s Drop-in), and

- £115,649 spent on the Façade restoration project.

Total funds in hand at 31<sup>st</sup> December 2020 were £61,727 made up of:

- £9,617 remaining Façade Restoration appeal funds,
- £23,290 St Peter's Nursery Funds,
- £10,300 of unrestricted funds designated by the PCC for the Façade restoration and
- £18,520 remaining unrestricted general funds.

Overall, the disruption from coronavirus made it a challenging year financially. With the remaining funds from the Façade Restoration appeal we were able to complete the project in early 2020. St Peter's Nursery School made a modest surplus. Overall, given the financial challenges, the PCC had to use some of the reserves available.

### **Reserves Policy**

The PCC review Church's reserves policy each year, ensuring a balance between spending on immediate needs and setting aside a reserve to manage any unanticipated shortfalls in income or unanticipated additional costs.

The aim of the PCC is to maintain a general reserve of three months of total unrestricted expenditure. This equates to a reserve around £50,000.

We had been building up our reserves towards this target which had reached £38,696 at the end of 2019. However, this year given the disruptions the PCC needed to call upon some reserves. At the end of 2020, the Church held a general fund reserve of £18,520 (2019; £38,696).

In the coming year the PCC are aiming to build the reserves again towards the target level of £50,000.

Details on the restricted, designated and unrestricted reserves of the Church are set out in note 8 to the accounts.

### **Investment Policy**

Funds are held with Unity Trust Bank plc which provides specialist ethical banking services for charities and other not-for-profit organisations.

### **Planned Giving**

The PCC continue to consider initiatives to raise the ongoing income of the Church not only by planned giving but other means as well. It is clear that we need to implement a medium-term strategy to increase the overall income of the Church to enable surpluses to be generated and thereby allow funds to be set aside for future capital expenditure. A giving pamphlet outlining the finances of the church, as well as the 'why' and 'how' of giving, is imminent.

### **Risk Assessment**

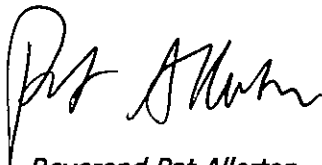
As part of its ongoing overview the PCC considers risks that the Parish is exposed to and takes steps to ensure there are systems to mitigate those risks. The approach adopted by the PCC is to consider different categories of risk, namely risks related to financial, regulatory, statutory, legal and operational matters. The PCC has also mandated a separate committee to oversee the operation of the Nursery.

### **Looking Forward**

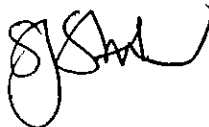
The Church aims to create a strong community life together, meet pastoral needs and nurture faith, progressing on the spiritual journey both as individuals and as a Church. St Peter's will be looking to expand the extent of its children's work so that we continue to have as many young people as possible continue to be involved in the Church as they grow up.

Once church can open properly for services once again, we look forward to gathering at 10.30am, bringing everyone together for worship and fellowship. Recreating that sense of family is our first priority.

Sadly, the decision was made by the PCC and the Hall Trustees to close down the nursery school at the end of the 2020/21 Summer Term. This has been a wonderful place for over 30 years, but with the Hall Charity desperately needing to raise funds in order to refurbish the building (our primary charitable responsibility) we felt we could no longer put this off. With the building being in such a poor state, it was overwhelmingly accepted by the trustees as the right thing to do. We wish all the staff and families the best and look forward to a refurbished space where we can continue to serve and meet the diverse charitable needs in the community.



*Reverend Pat Allerton  
Vicar*



*Susannah Steel  
Church Warden*



*Will Josten  
Church Warden*

*Dated: 27<sup>th</sup> May 2021*



# **Statement of Responsibilities of the PCC**

## **PCC responsibilities in relation to the financial statements**

The PCC are responsible for preparing an Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The PCC is required by law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Parish and of the incoming resources and application of resources for that period.

In preparing those financial statements the PCC is required to:

- Select suitable accounting policies, and then apply them consistently; Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable United Kingdom Accounting Standards have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Parish will continue to operate

The PCC is also responsible for:

- Preparing and preserving financial statements which comply with the Church Accounting Regulations 2006 and the Charities (Accounts and Reports) Regulations 2008;
- Keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Parish;
- Safeguarding the assets of the Parish, and hence taking reasonable steps for the prevention and detections of fraud and other irregularities.

# **Report of the Independent Examiner to The Parochial Church Council of the Ecclesiastical Parish of St Peter, Notting Hill**

I report to the Members on my examination of the financial statements of the Church for the year ended 31 December 2019 which are set out on pages 12 to 23.

This report is made solely to the PCC, as a body, in accordance with Section 145 of the Charities Act 2011 and regulations made under Section 154 of that Act. My work has been undertaken so that I might state to the members of the PCC those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Parish and the PCC as a body, for my work or for this report.

## **Responsibilities and basis of report**

As the members, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

## **Independent Examiner's Statement**

Since the Church's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

A handwritten signature in black ink, appearing to be 'S. Tanner', with a long horizontal stroke extending to the right.

*Stephen Tanner BSc (Econ) FCA  
Kreston Reeves LLP  
Chartered Accountants  
London*

*Dated: 12 June 2021*

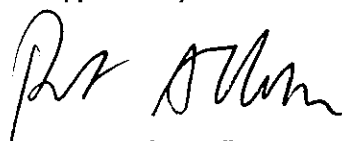
**The Parochial Church Council of the  
Ecclesiastical Parish of St Peter, Notting Hill  
Statement of Financial Activities  
For the year ended 31<sup>st</sup> December 2020**

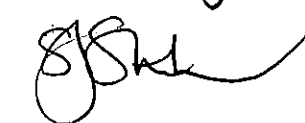
		Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
	<i>Notes</i>				
<b>INCOME:</b>					
Donations and legacies	<i>1</i>	174,852	41,671	216,523	305,752
Income from charitable activities	<i>1</i>	56,778	188,894	245,672	293,310
Investments	<i>1</i>	40	-	40	42
<b>Total Income</b>		<b>231,670</b>	<b>230,565</b>	<b>462,235</b>	<b>599,104</b>
<b>EXPENDITURE:</b>					
<i>Expenditure on charitable activities:</i>					
Diocese Common Fund	<i>1</i>	89,460	-	89,460	91,300
Mission and charitable giving	<i>1</i>	3,364	50,509	53,873	1,949
Church running costs	<i>1</i>	85,410	-	85,410	77,790
Office running costs	<i>1</i>	31,921	90	31,921	19,371
Events and activities	<i>1</i>	41,691	185,095	226,786	237,203
Facade renovation	<i>1</i>	-	115,595	115,595	213,467
<b>Total Expenditure</b>		<b>251,846</b>	<b>351,289</b>	<b>603,135</b>	<b>641,080</b>
<b>NET INCOME FOR THE YEAR</b>		<b>(20,176)</b>	<b>(120,725)</b>	<b>(140,901)</b>	<b>(41,976)</b>
Transfer between funds		(10,971)	10,971	-	-
<b>Net movement of funds for the year</b>		<b>(31,147)</b>	<b>(109,754)</b>	<b>(140,901)</b>	<b>(41,976)</b>
<b>Total funds as at 1 January 2020</b>		<b>59,967</b>	<b>142,660</b>	<b>202,627</b>	<b>244,603</b>
<b>Total funds as at 31 December 2020</b>	<i>7</i>	<b>28,820</b>	<b>32,907</b>	<b>61,727</b>	<b>202,627</b>


**The Parochial Church Council of the  
Ecclesiastical Parish of St Peter, Notting Hill  
Balance Sheet  
For the year ended 31<sup>st</sup> December 2020**

	<i>Notes</i>	<b>Unrestricted Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
<b><u>Current Assets</u></b>					
Debtors	4	16,992	4,505	<b>21,497</b>	43,816
Cash at bank and in hand		33,749	86,084	<b>119,833</b>	229,503
<b>Total current assets</b>		<b>50,741</b>	<b>90,589</b>	<b>141,330</b>	<b>273,319</b>
<b><u>Liabilities</u></b>					
Creditors falling due within one year	5	(21,921)	(51,015)	<b>(72,936)</b>	(70,692)
Net current assets		28,820	39,574	<b>68,394</b>	202,627
Creditors falling due after more than one year	6		(6,667)	<b>(6,667)</b>	-
<b>TOTAL NET ASSETS</b>		<b>28,820</b>	<b>32,907</b>	<b>61,727</b>	<b>202,627</b>
<b>Represented by the funds of the Church:</b>					
<b>Unrestricted funds:</b>					
General Funds	7	18,520	-	<b>18,520</b>	38,696
<b>Designated funds:</b>					
Redevelopment Fund	7	10,300	-	<b>10,300</b>	21,271
<b>Restricted funds:</b>					
Facade Restoration	7	-	9,617	<b>9,617</b>	72,624
Kensington Churches Relief Fund	7	-	-	-	50,545
St Peter's Nursery Funds	7	-	23,290	<b>23,290</b>	19,491
Other restricted funds	7	-	-	-	-
<b>TOTAL FUNDS</b>		<b>28,820</b>	<b>32,907</b>	<b>61,727</b>	<b>202,627</b>

Approved by the Parochial Church Council on 27<sup>th</sup> May, 2021

  
Reverend Pat Allerton  
Vicar

  
Susannah Steel  
Church Warden

  
Will Josten  
Church Warden

**The Parochial Church Council of the  
Ecclesiastical Parish of St Peter, Notting Hill  
Cash Flow Statement  
For the year ended 31<sup>st</sup> December 2020**

	<i>Notes</i>	<b>Total Funds 2020 £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
<b><u>OPERATING ACTIVITIES</u></b>				
(Deficit) / Surplus generated in the year	1		(147,509)	(42,018)
(Increase) / Decrease in debtors	4	22,219		(19,350)
Increase / (Decrease) in creditors	5	<u>5,480</u>		45,522
			27,799	26,172
<b>Net cash generated from operating activities</b>			<b>(119,710)</b>	<b>(15,846)</b>
<b><u>INVESTING ACTIVITIES</u></b>				
Interest			40	42
<b>Net cash generated from investing activities</b>			<b>40</b>	<b>42</b>
<b><u>FINANCING ACTIVITIES</u></b>				
Loans			10,000	-
<b>Net cash generated from financing activities</b>			<b>10,000</b>	<b>-</b>
<b>(Decrease) / Increase in cash at bank and in hand in the year</b>			<b>(109,670)</b>	<b>(15,804)</b>
<b>Cash at bank and in hand as at 1 January</b>			<b>229,503</b>	<b>245,307</b>
<b>Cash at bank and in hand as at 31 December</b>			<b>119,833</b>	<b>229,503</b>

# **The Parochial Church Council of the Ecclesiastical Parish of St Peter, Notting Hill**

## **Accounting Convention**

### **Legal form**

The Parochial Church Council of the Ecclesiastical Parish of St Peter, Notting Hill (the PCC) is an unincorporated charity. The address of the PCC's principal office is detailed on page 1.

### **Basis of preparation**

The financial statements have been prepared in accordance with:

- The Church Accounting Regulations 2006;
- The Statement of Recommended Practice "Accounting and Reporting by Charities" (Charities SORP (FRS102)) effective from 1 January 2019; and
- The Charities Act 2011.

The Parish is a Public Benefit Entity.

The financial statements have been prepared in Sterling, which is the functional currency of the Parish.

### **Statement of compliance**

The financial statements have been prepared in compliance with SORP FRS102 as it applies to the financial statements of the Parish for the year ended 31 December 2020.

### **Going concern**

While the impact of the Covid-19 virus has been assessed by the trustees, so far as reasonably possible, due to its unprecedented impact on the wider economy, it is difficult to evaluate the longer term impact on the charity's operations. However, taking into consideration the UK Government's response and the charity's planning, the trustees have a reasonable expectation that the charity will continue in operational existence for the foreseeable future.

## **Accounting Policies**

*The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:*

### **Fund accounting**

General funds, including those generated from the Under Three's Drop In, represent the funds of the Church that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Church.

Designated funds represent funds of the Church that are not subject to any restrictions regarding their use but that have been set aside by the PCC for a specific purpose of the Church. These funds are in respect of a legacy, which has been designated for capital works.

Restricted funds are subject to restrictions regarding their use. These funds are in respect of:

- St Peter's Nursery School and represent funds that relate to the operations of the Nursery School.

- The Façade Project and represent funds that relate to fundraising in respect of the restoration of the Façade of the Church.
- The Kensington Churches Relief Fund established by the Bishop of Kensington that represents funds in relation to donations and expenditure in support of the victims of the Grenfell Tower tragedy.

## **Income**

### *Voluntary Income*

Planned giving is recognised only when received. Collections and donations are recognised when they are received. Tax recoverable on Gift Aid giving is recognised when the donations to which they relate are received. Legacy Income is recognised only when received.

### *Income from Church events and activities*

Parents' contributions and government funding to St Peter's Nursery School are recognised on an accruals basis. All other income is recognised when received.

### *Investment income*

Interest on funds held on deposit income is included when receivable and the amount can be measured reliably.

## **Services from volunteers**

The value of such services is not recognised in the financial statements as it cannot be reasonably quantified.

## **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred. Expenditure is classified under the principal activities of the Church.

## **Allocation of support costs**

Support costs are those functions that assist the work of the Church but do not directly undertake charitable activities. Support costs include office costs, premises costs, personnel and governance costs. These costs have been allocated to the principal activities of the Church.

## **Diocese of London Common Fund**

The Parish's contributions to the Diocese of London Common Fund are accounted for when paid as they are a gift from the Parish.

## **Fixed assets**

### *Consecrated property*

Consecrated and beneficed property of any kind is excluded from the accounts by Section 10(2) to (4) of the Charities Act 2011. All expenditure on consecrated or beneficed buildings and on movable Church furnishings, whether maintenance or improvement, is written off.

### *Moveable church furnishings*

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property while consecrated. For inalienable property there is insufficient cost information available, and therefore such assets are not valued in the accounts.



### ***Equipment***

Equipment is stated at cost less depreciation. Depreciation is provided on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

### **Debtors and prepayments**

Debtors are recognised at the settlement amount due, less provision for amounts that may prove uncollectable. Prepayments are valued at the amount prepaid.

### **Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term investments with original maturities of three months or less.

### **Creditors falling due within one year**

Creditors are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

### **Financial instruments**

The Parish only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of loans, which are measured at amortised cost using the effective interest method.

### **Leasing**

Rental payments under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

### **Judgements and key sources of estimation uncertainty**

In the application of the Parish's accounting policies, the Parish is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The PCC considers that there were no estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

**The Parochial Church Council of the Ecclesiastical Parish of St Peter, Notting Hill**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> December 2020**

<b>1. MOVEMENT BY FUND FOR 2020</b>									
	General Funds	Under Threes	Designated Fund	Total Unrestricted	Nursery Fund	Facade Restoration	Kensington Churches	Total Restricted	Total Funds
	£	£	£	£	£	£	£	£	£
Planned giving	145,429	-	-	145,429	-	-	-	-	145,429
Collections/Donations/Grants	7,820	-	-	7,820	-	41,686	-	41,686	49,506
Tax recoverable	21,603	-	-	21,603	-	(15)	-	(15)	21,588
<b>Voluntary Income:</b>	<b>174,852</b>	<b>-</b>	<b>-</b>	<b>174,852</b>	<b>-</b>	<b>41,671</b>	<b>-</b>	<b>41,671</b>	<b>216,523</b>
Parent's contributions	-	6,040	-	6,040	84,149	-	-	84,149	90,189
Government funding	13,611	11,390	-	25,001	98,352	-	-	98,352	123,353
Events and activities	25,737	-	-	25,737	-	-	-	-	25,737
Other Income	-	-	-	-	6,393	-	-	6,393	6,393
<b>Church events and activities:</b>	<b>39,348</b>	<b>17,430</b>	<b>-</b>	<b>56,778</b>	<b>188,894</b>	<b>-</b>	<b>-</b>	<b>188,894</b>	<b>245,672</b>
<b>Investments: Interest Income</b>	<b>40</b>	<b>-</b>	<b>-</b>	<b>40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40</b>
<b>Total Income</b>	<b>214,240</b>	<b>17,430</b>	<b>-</b>	<b>231,670</b>	<b>188,894</b>	<b>41,671</b>	<b>-</b>	<b>230,565</b>	<b>462,235</b>
Diocese of London Common Fund	89,460	-	-	89,460	-	-	-	-	89,460
Missionary and charitable giving	3,364	-	-	3,364	-	-	50,509	50,509	53,873
Church running costs	85,410	-	-	85,410	-	-	-	-	85,410
Office running costs	31,921	-	-	31,921	-	54	36	90	32,011
Events and activities	17,695	23,996	-	41,691	185,095	115,595	-	300,690	342,381
<b>Total expenditure</b>	<b>227,850</b>	<b>23,996</b>	<b>-</b>	<b>251,846</b>	<b>185,095</b>	<b>115,649</b>	<b>50,545</b>	<b>351,289</b>	<b>603,135</b>
<b>Net income for the year</b>	<b>(13,600)</b>	<b>(6,566)</b>	<b>-</b>	<b>(20,176)</b>	<b>3,799</b>	<b>(73,979)</b>	<b>(50,545)</b>	<b>(120,725)</b>	<b>(140,901)</b>
Transfers between funds	(6,566)	6,566	(10,971)	(10,971)	-	10,971	-	10,971	-
<b>Net movement of funds for the year</b>	<b>(20,176)</b>	<b>-</b>	<b>(10,971)</b>	<b>(31,147)</b>	<b>3,799</b>	<b>(63,008)</b>	<b>(50,545)</b>	<b>(109,754)</b>	<b>(140,901)</b>
Total funds as at 1 January 2020	38,696	-	21,271	59,967	19,491	72,624	50,545	142,660	202,627
<b>Total funds as at 31 December 2020</b>	<b>18,520</b>	<b>-</b>	<b>10,300</b>	<b>28,820</b>	<b>23,290</b>	<b>9,617</b>	<b>-</b>	<b>32,907</b>	<b>61,727</b>

# The Parochial Church Council of the Ecclesiastical Parish of St Peter, Notting Hill

## Notes to the Financial Statements

### For the year ended 31<sup>st</sup> December 2020

1. MOVEMENT BY FUND FOR 2019									
	General Funds	Under Threes	Designated Fund	Total Unrestricted	Nursery Fund	Facade Restoration	Kensington Churches	Total Restricted	Total Funds
	£	£	£	£	£	£	£	£	£
Planned giving	117,152	-	-	117,152	-	-	-	-	117,152
Collections/Donations/Grants	15,565	-	-	15,565	-	135,307	50	135,357	150,922
Tax recoverable	22,729	-	-	22,729	-	14,949	-	14,949	37,678
<b>Voluntary Income:</b>	<b>155,446</b>	-	-	<b>155,446</b>	-	<b>150,256</b>	<b>50</b>	<b>150,306</b>	<b>305,752</b>
Parent's contributions	-	30,350	-	30,350	112,493	-	-	112,493	142,843
Government funding	-	-	-	-	91,909	-	-	91,909	91,909
Events and activities	58,262	-	-	58,262	-	-	-	-	58,262
Other Income	-	-	-	-	296	-	-	296	296
<b>Church events and activities:</b>	<b>58,262</b>	<b>30,350</b>	-	<b>88,612</b>	<b>204,698</b>	-	-	<b>204,698</b>	<b>293,310</b>
<b>Investments: Interest Income</b>	<b>42</b>	-	-	<b>42</b>	-	-	-	-	<b>42</b>
<b>Total Income</b>	<b>213,750</b>	<b>30,350</b>	-	<b>244,100</b>	<b>204,698</b>	<b>150,256</b>	<b>50</b>	<b>355,004</b>	<b>599,104</b>
Diocese of London Common Fund	91,300	-	-	91,300	-	-	-	-	91,300
Missionary and charitable giving	1,949	-	-	1,949	-	-	-	-	1,949
Church running costs	77,790	-	-	77,790	-	-	-	-	77,790
Office running costs	19,221	-	-	19,221	-	77	73	150	19,371
Events and activities	8,717	26,396	-	35,113	202,090	213,467	-	415,557	450,670
<b>Total expenditure</b>	<b>198,977</b>	<b>26,396</b>	-	<b>225,373</b>	<b>202,090</b>	<b>213,544</b>	<b>73</b>	<b>415,707</b>	<b>641,080</b>
<b>Net Income for the year</b>	<b>14,773</b>	<b>3,954</b>	-	<b>18,727</b>	<b>2,608</b>	<b>(63,288)</b>	<b>(23)</b>	<b>(60,703)</b>	<b>(41,976)</b>
Transfers between funds	3,954	(3,954)	-	-	-	-	-	-	-
<b>Net movement of funds for the year</b>	<b>18,727</b>	-	-	<b>18,727</b>	<b>2,608</b>	<b>(63,288)</b>	<b>(23)</b>	<b>(60,703)</b>	<b>(41,976)</b>
Total funds as at 1 January 2019	19,969	-	21,271	41,240	16,883	135,912	50,568	203,363	244,603
<b>Total funds as at 31 December 2019</b>	<b>38,696</b>	-	<b>21,271</b>	<b>59,967</b>	<b>19,491</b>	<b>72,624</b>	<b>50,545</b>	<b>142,660</b>	<b>202,627</b>

**The Parochial Church Council of the  
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Notes to the Financial Statements  
For the year ended 31<sup>st</sup> December 2020**

**2. Governance costs**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Independent Examiner's fees	3,744	3,600

**3. Employees and employment costs**

<b>Number of employees</b>	<b>2020</b>	<b>2019</b>
	<b>Number</b>	<b>Number</b>
Church	4	3
Under 3s drop in	3	3
Nursery	8	8
<b>The average number of employees during the year was:</b>	<b>15</b>	<b>14</b>

<b>Employment costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Wages and salaries	218,740	214,082
Social security costs	10,080	16,262
Pension costs	4,992	4,333
<b>St Peter's payroll</b>	<b>233,812</b>	<b>234,677</b>
Net recharges from St Peter's Hall (1991) Charity	29,384	17,560
Other costs	617	4,330
<b>Total employment costs in the year</b>	<b>263,813</b>	<b>256,567</b>

Wages and salaries include redundancy payments of £5,045 (2019: £nil) following a staff restructure. There were no employees whose annual emoluments were £60,000 or more in 2019 or 2020.

During the year, the Parish received Coronavirus Job Retention Scheme grants which have been recognised as income on an accruals basis.

**The Parochial Church Council of the  
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**4. Debtors**

	<b>Unrestricted 2020 £</b>	<b>Restricted 2020 £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Trade debtors	-	2,960	2,960	6,994
Parents' contribution to Nursery	-	-	-	676
Other debtors	12,538	1,545	14,083	35,058
Prepayments and accrued Income	4,454	-	4,454	1,088
<b>Total Debtors</b>	<b>16,992</b>	<b>4,505</b>	<b>21,497</b>	<b>43,816</b>

**5. Creditors – amounts falling due within one year**

	<b>Unrestricted 2020 £</b>	<b>Restricted 2020 £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Trade creditors	8,272	369	8,641	11,550
Other creditors	3,909	19,032	22,941	28,611
Deferred income	500	25,407	25,907	24,752
Accrued expenditure	4,220	1,462	5,682	4,120
St Peter's Hall (1991) Charity	5,020	1,412	6,432	4,120
Loan	-	3,333	3,333	-
<b>Total</b>	<b>21,921</b>	<b>51,015</b>	<b>72,936</b>	<b>73,153</b>

At 31st December 2020, the Parish had received government grant income relating to the Nursery for the Spring Term of 2021; the amount received appears as deferred income on the balance sheet.

**6. Creditors – amounts falling due after more than one year**

	<b>Unrestricted 2020 £</b>	<b>Restricted 2020 £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Loan	-	6,667	6,667	-
<b>Total</b>	<b>-</b>	<b>6,667</b>	<b>6,667</b>	<b>-</b>

At 31st December 2020, the Parish had received a £10,000 loan from the Diocese of London in relation to the façade project. The loan will be repaid in full by 31<sup>st</sup> July 2023.

**The Parochial Church Council of the  
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**7. Analysis of net assets by fund**

	Debtors and prepayments £	Cash at bank and in hand £	Creditors and accruals £	Total Net Assets £
Unrestricted funds				
General Parish Funds	16,992	23,449	(21,921)	18,520
Designated Parish Funds	-	10,300	-	10,300
<b>Total Unrestricted Funds</b>	<b>16,992</b>	<b>33,749</b>	<b>(21,921)</b>	<b>28,820</b>
Restricted funds				
Façade Restoration	578	25,077	(16,038)	9,617
Kensington Churches Relief	-	-	-	-
St. Peter's Nursery	3,928	61,007	(41,644)	23,290
<b>Total Restricted Funds</b>	<b>4,505</b>	<b>86,084</b>	<b>(57,682)</b>	<b>32,907</b>
<b>Total funds</b>	<b>21,497</b>	<b>119,833</b>	<b>(79,603)</b>	<b>61,727</b>

**8. Reserves**

General Parish Funds, including those generated from the Under Three's Drop In, represent the funds of the Church that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Church.

Designated funds represent funds of the Church that are not subject to any restrictions regarding their use but that have been set aside by the PCC for a specific purpose of the Church. These funds are in respect of a legacy, which has been designated for capital works on the Church in the coming years.

Restricted funds are subject to restrictions regarding their use. These funds are in respect of:

- St Peter's Nursery School that represents funds in relation to the operations of the Nursery School.
- The Façade Project that represents funds in relation to donations and expenditure in respect of the restoration of the façade of the Church.
- The Kensington Churches Relief Fund was established from an appeal on behalf of the Bishop of Kensington in response to the Grenfell Tower tragedy. To date these funds have been used under the guidance of the Bishop of Kensington's office. During the year it was agreed to pass on the remaining funds to the Bishop's office to directly manage on the continuing Grenfell response.

**The Parochial Church Council of the  
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**9. Mission and charitable giving**

		<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
Overseas Mission:	ALMA	269	750
Home Mission:	Grenfell relief (funds transferred)	50,509	-
Home Mission:	Donations to Glass Door Homeless Charity	1,038	-
Home Mission:	Glass Door activity costs	1,797	200
Home Mission:	Gift of Blessing Trust	250	-
Home Mission:	Diocese of London	-	613
Home Mission:	Philo Trust	-	350
Home Mission:	Others	10	36
<b>Mission and charitable giving in the year</b>		<b>53,873</b>	<b>1,949</b>

In addition, the contribution of £89,460 to Diocese of London Common fund included an additional contribution of £4,260 as support to other Parishes within the Diocese.

**10. Financial commitments**

At 31st December 2020, the Parish had an agreement in place for another congregation to lease the St Peters Church on Sunday afternoons. The future minimum lease income due to the Parish under this non-cancellable operating lease was, for the following periods:

	<b>Lease income 2020 £</b>	<b>Lease income 2019 £</b>
Expiry date:		
Within 1 year	26,500	26,500
Later than 1 year but no later than 5 years	15,458	41,958

At 31 December 2020, the Parish had obligations of total future minimum lease payments under non-cancellable operating leases for the following periods:

	<b>Office equipment 2020 £</b>	<b>Office equipment 2019 £</b>
Expiry date:		
Within 1 year	961	1,282
Later than 1 year but no later than 5 years	-	961

The lease payments recognised as an expense in the year amounted to £1,282 (2019: £1,282).

**The Parochial Church Council of the  
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**Financial commitments (continued)**

The Parish also had capital commitments for the Façade renovation, to be paid on completion of the works (with a small amount retained for a snagging period of one year) and funded from the Façade Restoration Fund. At 31st December 2020, the capital commitment for the following periods was:

	<b>Façade renovation 2020 £</b>	<b>Façade renovation 2019 £</b>
Expiry date:		
Within 1 year	9,503	73,655
Later than 1 year but no later than 5 years	-	5,753

**11. Transactions with members of the PCC**

No member of the PCC received any remuneration or any benefits in kind during the year.

Except for reimbursements made in respect of expenditure incurred on behalf of the PCC, no other payments were made to members of the PCC.

The PCC has no policies of insurance against loss arising from neglect or negligence of any PCC member. Nor is there any indemnity for PCC members in respect of the consequences of any such loss.

**12. Related party transactions**

During the year £45,205 (2019: £30,952) was paid to the St Peter's Hall (1991) Charity as a contribution for Hall Charity finance, administration and facility management staff time supporting St Peter's.

During the year £15,821 (2019: £13,392) was received from the St Peter's Hall (1991) Charity for the cost of St Peter's staff time supporting the Hall Charity.

In relation to these recharges, as at 31 December 2020 the Church had an amount due to St Peter's Hall (1991) Charity of £5,538 (2019: £1,659) as set out in the note 5 above.

During the year the charity received donations totalling £89,835 from related parties (which includes trustees, and other members of key management and anyone closely related to them).



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**13. Volunteers' services and St Peter's Nursery School**

In all its various activities the PCC is dependent upon the services of unpaid volunteers. The value of such services is not recognised in the financial statements as it cannot be reasonably quantified.

The Nursery also enjoys immense support from the parents of the children attending the Nursery. The parents are responsible for organising a variety of fundraising activities and the funds raised are allocated in accordance with the wishes of the parents committee.

The operation of St Peter's Nursery is also dependent on the support of the St. Peter's Hall (1991) Charity, which provides premises at no cost to the Nursery. The value of this support during the year has been estimated at £65,000.

