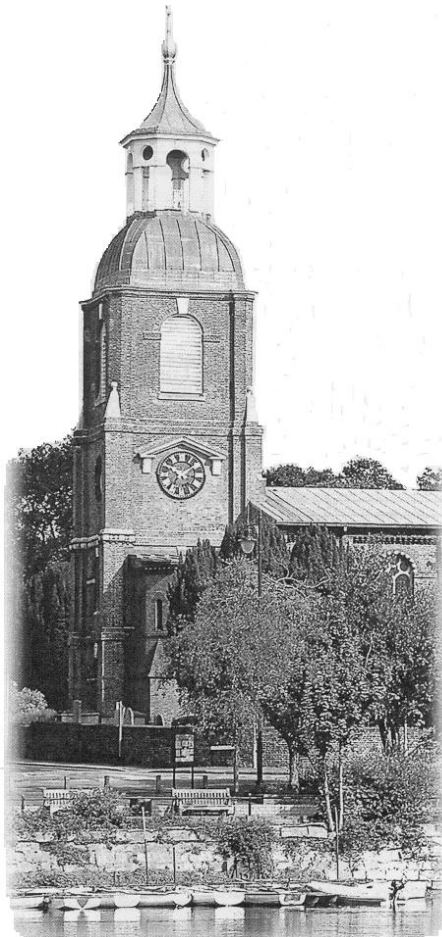


**Annual Financial Report
of the
Parochial Church Council
of the Ecclesiastical Parish of
St Mary's, Sunbury-on-Thames
for the
Year Ending 31 December 2024**

Registered Charity No 1133834



St Mary's Parish Office
Parish Hall
Green Street
Sunbury-on-Thames
TW16 6RN

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Section 1

Annual Financial Report for 2024

1.1 Introduction

This Annual Financial Report for 2024 has been prepared for the Trustees of the Parochial Church Council (PCC) of the Ecclesiastical Parish of St Mary's, Sunbury-on-Thames, a charity registered with the Charity Commission under reference 1133834. It covers the accounting period from 1 January 2024 to 31 December 2024.

The financial statements have been prepared in accordance with the Charities Act 2011 and Church Accounting Regulations 2006 together with applicable standards and the Charities Statement of Recommended Practice (SORP) except where detailed below.

As the gross income of the charity from all sources is less than £250,000, the financial statements have been prepared under the receipts and payments convention except for the valuation of investment assets which are shown at market value.

1.2 Accounting Policies

1.2.1 Funds

The funds for which the PCC is responsible are held in bank accounts with Barclays Bank plc and are listed in Table 1-1.

**TABLE 1 – 1
FUNDS**

	Nature of Bank Accounts
Unrestricted Funds	
St Mary's Church	Current account
St Mary's Parish Hall	Current account
Restricted Funds	
Designated Funds	Deposit account
St Mary's Church Restoration Fund	Deposit account
St Mary's Parish Hall Restoration Fund	Deposit account

This Report includes all transactions, assets and liabilities for these funds which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

The two affiliated funds listed in Table 1-2 are separate charities registered with the Charity Commission. They prepare separate annual financial reports and their income, expenditure and investment valuations are not included here.

**TABLE 1 – 2
AFFILIATED FUNDS**

Fund Name	Charity Number
St Mary's Endowment Fund	1069355
The Vigne-Bremner Almshouses	213816

1.2.2 Income

- Cash collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under covenant or GiftAid is recognised when received.
- Income tax recoverable on covenants or GiftAid donations is recognised when received from HMRC. This policy is contrary to recommended accounting practice but has been adopted as it is considered a practical approach and unlikely to result in a material difference from recognising the tax credit when the income is recognised.
- Grants and legacies to the PCC are accounted for as soon as the PCC has been notified of its legal entitlement, the amount due and that title has been vested in the PCC.
- Rental income from the Parish Hall is recognised when received. Amounts outstanding at 31 December 2024 are not considered to be material.
- Dividends and interest receivable and corresponding tax credits are recognised when received.

1.2.3 Expenditure

- All payments are made by standing order, direct debit or bank transfer and are recognised when debited to the relevant bank account. No payments are made by cash.
- All payments are supported by appropriate bank mandates or invoices. In the case of charitable donations where there is no invoice, these are agreed by the PCC or Standing Committee prior to payment.
- All exceptional payments are agreed by the PCC or Standing Committee prior to payment.

1.2.4 Fixed Assets

- Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 2011.
- No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a Diocesan Faculty for disposal since the PCC consider this to be inalienable property.
- All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities (SOFA) and separately disclosed.
- The Parish Hall is classed as an asset and its value is shown as its re-building cost as recorded in the insurance policy held with Ecclesiastical Insurance.

1.2.5 Investments

Investments are valued at market value at 31 December 2024.

1.3 Financial Information

1.3.1 Summary of Financial Receipts and Payments

The summary of our receipts and payments (R&P) during the year is summarised in Table 1-3.

TABLE 1 - 3
SUMMARY RECEIPTS & PAYMENTS

	Unrestricted Funds		Restricted Funds £	Total All Funds 2024 £	Total All Funds 2023 £	Notes
	Church £	Parish Hall £				
Income:						
Income from donors	146,843	-	85	146,928	107,860	
Events & other income	48,506	41	317	48,864	25,400	
Income from trading activities	7,933	41,055	-	48,988	53,948	
Income from investments	73	-	-	73	72	
Net transfer from Church a/c to Restricted Funds a/c	(37,098)		37,098	-	-	1, 7
Total income:	166,257	41,095	37,501	244,853	187,280	2
Expenditure:						
Charitable giving	1,652	-	-	1,652	3,758	
Church work	140,474	16,369	-	156,844	144,921	
Fund raising & publicity	4,305	-	-	4,305	3,146	
Church administration	15,512	5,678	-	21,190	44,097	
Total Expenditure:	161,943	22,048	-	183,991	195,923	3
Reconciliation of Funds:						
Net income (expenditure):	4,313	19,048	37,501	60,862	(8,642)	
Transfers between funds	13,623	(11,047)	(3,161)	-585	(415)	
Net Movement in Funds;	17,936	8,001	34,340	60,277	(9,057)	
Bank accounts at 1 Jan:	588	1,964	16,489	19,041	28,098	
Bank accounts at 31 Dec:	18,525	9,964	50,829	79,318	19,041	A&L

1.3.2 Statement of Assets and Liabilities

The statement of our assets and liabilities (A&L) at the year-end is shown in Table 1-4.

**TABLE 1 – 4
ASSETS & LIABILITIES**

	Unrestricted Funds		Restricted Funds £	Total All Funds 2024 £	Total All Funds 2023 £	Notes
	Church £	Parish Hall £				
Bank Accounts:						
Current Accounts	18,525	9,964		28,489	2,552	
Deposit Account - Designated Funds			20,665	20,665	748	
Deposit Account - Church Restoration			15,043	15,043	9,225	
Deposit Account - Hall Restoration			15,120	15,120	6,516	
Total Bank Accounts:	18,525	9,964	50,829	79,318	19,041	R&P
Debtors:						
Almshouses Repayment of Loan	-		-	-	1,300	
Parish Hall Hire – December Payment	-	2,500	-	2,500	-	
Gift Aid recoverable (est)	3,000	-	-	3,000	3,000	4
Total Debtors:	3,000	2,500		5,500	4,300	
Investments:						
COIF (Wm Pembroke Charity)	1,542	-	-	1,542	1,508	5
COIF (Sunbury School or Parish Stock)	1,157	-	-	1,157	1,131	5
Total Investments:	2,699			2,699	2,639	
Buildings:						
Parish Hall		1,172,841	-	1,172,841	1,136,485	6
Total Buildings:		1,172,841		1,172,841	1,136,485	
TOTAL ASSETS:	24,224	1,185,305	50,829	1,260,358	1,162,465	
Liabilities:						
Diocese Statutory Fees (Q4 2023)	0	-	-	0	1,572	
Sundry creditors	800	200	-	1,000	1,000	
TOTAL LIABILITIES:	800	200	-	1,000	2,572	

1.3.3 Summary of Funds

Fund income and expenditure and final balances are shown in Table 1-5.

**TABLE 1 – 5
SUMMARY OF FUNDS**

	Balances at 1 Jan 2024 £	Income £	Expenditure £	Transfers, other gains and losses £	Balances at 31 Dec 2024 £
Unrestricted Funds:					
Church General Fund	588	166,257	(161,943)	13,623	18,525
Parish Hall General Fund	1,964	41,095	(22,048)	(11,047)	9,964
Total Unrestricted Funds:	2,552	207,352	(183,991)	2,576	28,489
Restricted Funds:					
Designated Funds	748	402	-	19,515	20,665
Church Restoration Fund	9,225	123	(400)	6,095	15,043
Parish Hall Restoration Fund	6,516	104	-	8,500	15,120
Total Restricted Funds:	16,489	629	(400)	34,110	50,829
TOTAL FUNDS:	19,041	207,981	(184,390)	36,686	79,317

1.4 Notes to the Financial Report

1. A net transfer of £37,098 from the Church current account to the Restricted Funds accounts shown here reflects funds that were paid into the Church current account but that were identified as properly belonging to the Restricted Funds accounts. Inclusion of the transfer in this way avoids double counting this income.
2. An analysis of the total income is shown in Table 1-6.

TABLE 1 - 6
ANALYSIS OF INCOME

	Unrestricted		Restricted Funds £	Total All Funds 2024 £	Total All Funds 2023 £	Notes
	Church £	Parish Hall £				
Donors:						
Planned giving	34,992	-	85	35,077	40,335	
On-line giving	43,715	-	-	43,715	33,726	
Cash collections	14,788	-	-	14,788	12,873	
Other donations & legacies	38,880	-	-	38,880	457	7
Gift Aid recovered	14,468	-	-	14,468	20,331	
Total Income from Donors:	146,843	-	85	146,928	107,723	
Events & Other Income:						
Fairs & sales	503	-	-	503	224	
Events	4,965	-	-	4,965	1,293	
Bank interest	86	-	317	403	1,017	
Grants	10,000	-	-	10,000	-	8
Other income	1,289	41	-	1,330	1,715	
Designated funds	31,663	-	-	31,663	21,288	7, 12
Total Events & Other Income:	48,506	41	317	48,864	25,537	
Trading Activities:						
PCC wedding & funeral fees	7,933	-	-	7,933	11,175	
Church hire	-	-	-	-	-	
Parish Hall hire	-	41,055	-	41,055	42,773	
Total Trading Activities Income:	7,933	41,055	-	48,988	53,948	
Income from Investments:						
Dividends & interest	73	-	-	73	72	
Total Investment Income:	73	-	-	73	72	
Net Transfers Between Funds:						
Church a/c to Restricted a/c	(37,098)	-	37,098	-	-	
Total Net Transfers:	(37,098)	-	37,098	-	-	
TOTAL INCOME:	166,257	41,095	37,501	244,853	187,280	

3. An analysis of the total expenditure is shown in Table 1-7.

**TABLE 1 – 7
ANALYSIS OF EXPENDITURE**

	Unrestricted		Restricted Funds £	Total All Funds 2024 £	Total All Funds 2023 £	Notes
	Church £	Parish Hall £				
Charitable Giving:						
Charitable Giving	1,652	-	-	1,652	3,758	9
Total Charitable Giving:	1,652	-	-	1,652	3,758	
Church Work:						
Diocesan Common Fund	85,800	-	-	85,800	82,500	10
Diocesan Statutory Fees	9,294	-	-	9,294	2,856	11
Assistant Priests' Fees	4,915	-	-	4,915	5,068	12
Organist Fees	7,625	-	-	7,625	8,200	12
Ministry / Mission Expenses	4,996	-	-	4,996	5,674	
Utility Supplies	8,515	8,697	-	17,212	15,033	
Insurance	5,826	1,364	-	7,190	6,728	
Repairs & Maintenance	3,331	4,908	-	8,239	4,682	
Supplies & Services	4,701	1,400	-	6,101	7,769	
Retreat Expenses	5,471	-	-	5,471	6,411	
Total Church Work:	140,474	16,369	-	156,844	144,921	
Fund Raising & Publicity:						
Cost of Fetes & Bazaars	3,173	-	-	3,173	1,611	
Advertising	1,131	-	-	1,131	1,535	
Total Fund Raising & Publicity:	4,305	-	-	4,305	3,146	
Church Administration						
Staff Salaries	10,405	5,543	-	15,948	15,613	12
Stewardship Expenses	-	-	-	-	-	
General Office Costs	-	-	-	-	-	
Print, Post & Stationery	2,519	-	-	2,519	1,991	
Bank Charges	598	-	-	598	1,390	
Equipment	-	135	-	135	21,931	
Independent Examination	360	-	-	360	-	
Almshouses Temporary Loan	-	-	-	-	-	
Other Expenses	1,631	-	-	1,631	-	
Grants from Restricted a/c	-	-	3,161	3,161	-	
Total Church Administration:	15,512	5,678	3,161	24,351	44,097	
TOTAL EXPENDITURE:	161,943	22,048	3,161	187,152	195,923	

4. The last GiftAid claim covered donations made during the 6 month period 1 April to 30 September 2024 and a new submission will be made covering the period 1 October 2024 to 31 March 2025. It is estimated that a claim for approximately £6,000 will be made of which approximately £3,000 would be attributable to the period covered by this report.
5. The PCC has the investments listed in Table 1-8 held in Trust on its behalf by the London Diocese Fund. The income is received by the PCC.

**TABLE 1 – 8
INVESTMENTS**

	Market Value 31 Dec 2024 £	Market Value 31 Dec 2023 £
76 shares COIF Charities Investment Fund (Wm Pembroke Charity)	1,542	1,508
57 Shares COIF Charities Investment Fund (Sunbury School or Parish Stock)	1,157	1,131
TOTALS	2,699	2,639

6. The Parish Hall is classed as an asset and its value is shown as its re-building cost as recorded in the current insurance policy held with Ecclesiastical Insurance.
7. During 2024, a restricted legacy of £10,000 and unrestricted legacies totalling £37,985 were received and paid into the Church current account. A sum of £37,098 was transferred into the Restricted Funds accounts (see Note 1).
8. Grants totalling £10,000 were received from St Mary's Endowment Fund, an associated charity, as a contribution towards the purchase of a piano for the Church which was made in 2023 and reported in the accounts for that year.
9. The recipients of charitable giving during the year are shown in Table 1-9.

**TABLE 1 – 9
CHARITABLE GIVING**

		2024 (£)	2023 (£)
Parish Collections:	Children's Society	71	11
	Shelter		500
	St Saviour's Food Bank (Sunbury)		500
	DEC Turkey Earthquake Appeal		300
Parish Donations:	Royal School of Church Music		127
	Walsingham College	231	
	St Saviour's Food Bank (Sunbury)	1,000	1,200
	Local Family		900
	Other donations		220
	TOTALS	1,302	3,758

10. The Diocesan Common Fund is the parish's contribution to the Diocese of London and represents 100% of the £85,800 contribution agreed with the Diocese.
11. The Diocesan Statutory Fees relate to the fees due to the Diocese for weddings and funerals held in the parish.
12. Remuneration of staff working on behalf of the PCC is listed in Table 1-10.

**TABLE 1 – 10
STAFF COSTS**

	2024 (£)	2023 (£)
Parish Administrator (1)	-	8,514
Parish Administrator (2)	10,405	1,584
Assistant Priests	4,915	5,068
Organist	7,625	8,200
Church & Parish Hall Cleaner (1)	-	3,255
Church & Parish Hall Cleaner (2)	5,543	2,260
TOTALS	28,488	28,881

The Assistant Priests, Rev S Douglas Lane and Canon R Morrison received payments for their regular support to the Vicar in running services and supporting parish activities. Rev S Douglas Lane also officiated at a number of weddings and funerals for which he received payment in accordance with the Diocesan scale of fees.

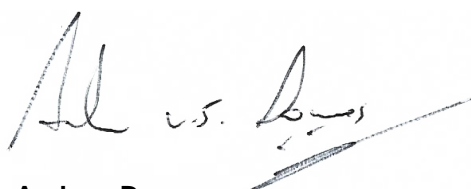
Payments totalling £4,996 were made to The Rev. A Downes (PCC Chairman) as a contribution to the running costs of the vicarage, travel and other expenses directly associated with the Church and its mission.

1.5 Financial Report Approval

This Financial Report for the year ended 31st December 2024, including the notes, was approved by the PCC and signed on its behalf by The Rev. Andrew Downes, PCC Chairman:

Signed:

Date: 27 March 2025



Andrew Downes
Vicar

Section 2

Independent Examiner's Report

2.1 Introduction

This report on the accounts of the Parochial Church Council (PCC) of the Ecclesiastical Parish of St Mary's, Sunbury-on-Thames for the year ended 31 December 2024, which are set out on pages 1-1 to 1-9, is in respect of an examination carried out under Regulation 31 of the Church Accounting Regulations 2008 and section 145 of the Charities Act 2011.

2.2 Respective Responsibilities of Trustees and Examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members 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:

1. examine the accounts under section 145 of the Charities Act,
2. 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
3. to state whether particular matters have come to my attention.

2.3 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.

2.4 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:

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

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



Signed:

Date: 18th February 2025

Name: Mark Blackwell ACMA

Address: MHR Consultancy Limited
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Alexandra Road
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GU14 6DQ