

St Peter's Asset Management Group

ANNUAL REPORT and Financial Statements

**For the Year Ended
31 December 2020**

ST PETER'S ASSET MANAGEMENT GROUP

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St. Peter's Asset Management Group (established following the dissolution of The Upper Holloway Team Parish)
Report For The Year Ending 31 December 2020

Administrative Information

Following the dissolution of the Team Ministry by the Church Commissioners, the re-creation of three benefices of the independent parish churches of St. Mary's, Hornsey Rise, St. Andrew's, Whitehall Park, and St. John the Evangelist and the establishment of the Archway Group Ministry for those benefices, the Team Parochial Church Council (PCC), a registered charity (No. 1134078), arranged for its affairs to be managed by a small group of trustees, hereinafter called the St. Peter's Asset Management Group consisting of two representatives from each church in the Archway Group.

Structure, Governance and Management

The six trustees of St. Peter's Asset Management Group (two representatives from each of the churches in the Archway Group) will be proposed by the church PCCs and appointed at the respective Annual Parochial Church Meetings to serve for the following year.

Objectives and Activities

The St. Peter's Asset Management Group is established to manage the leasing of St. Peter's Church, currently to Little Angel's Nursery, in accordance with the Pastoral Measure and Directions signed by the Bishop of London, and the renting of Flats 10 and 11 in the old church, currently through Taylor Gibbs acting as Managing Agents, under a Trust Deed such that the net income from St. Peter's and the two flats are shared equally by the three parishes in the Archway Group for the purpose of promoting, in those parishes, the whole mission of the church – pastoral, evangelistic, social and ecumenical.

In March 2013, the Bishop of London signed the Direction that income from St. Peter's Church be shared equally by the three benefices of St. Andrew's, St. Mary's and St. Johns and a Declaration of Trust for St. Peter's flats 10 & 11 has been drawn up and signed such that income is similarly shared.

The members of the St. Peter's Asset Management Group from 1st January to 31st December 2020 were:

Maggie Smyth and Rev Alan Comfort **St. Johns**
Nick Evans (*Chair*) and Quentin Pickard **St. Mary's**
Sue Hallam and Joanne Ryan (*Treasurer*) **St. Andrew's**

Four meetings were held during 2019 on 26th March, 18th June, 15th October and 10th December.

Matters discussed included the financial difficulties of Little Angels Nursery as a result of the pandemic and the decision to forego rent for one quarter, to accept half rent for one month and to accept rent payments going forward on a monthly rather than quarterly (in advance) basis; the general maintenance of the flats while occupied; the refurbishment of the bathroom in Flat 11 when vacant; the maintenance and repair work necessary in both flats between tenancies; the re-letting of both flats; the payments to IPM relating to Phase Two of the major works on the overall building and the need to continue adding to a sinking fund to cover contributions to cover Phase Three of the major works; and the equal distribution of available funds to the three churches.

Financial Review

The financial management of the assets relating to St. Peter's Church has been carried out by the St. Peter's Asset Management Group in accordance with the agreed direction to divide income equally between the three churches of the Archway Group. There were £13,851 unrestricted net assets available as at 31st December 2020.

Reserves Policy

Reserves are defined as that part of the income that is freely available. This therefore excludes permanent or expendable endowment funds, restricted income funds, and any part of unrestricted funds which is not currently available for spending.

The St. Peter's Asset Management Group has agreed to continue to hold a reserve of £10,000 to support the re-launch of St Peter's church when this is practicable. The money is in a CBF Deposit Fund account in the name of 'Upper Holloway St Peters PCC'.

Other than keeping funds required to cover likely on-going maintenance of the flats and fees relating to the ongoing external repairs required to the St Peter's Church Building, St. Peter's Asset Management Group intends to continue to follow the policy not to hold unallocated reserves.

Approved by the St. Peter's Asset Management Group on 17 June 2021



Nick Evans
Chair

Independent Examiner's Report to the Trustees of St Peter's Management Group

I report on the accounts of the church for the year ended 2020 which are set in pages of the Annual Report.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act **2011** (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the 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 you as 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

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie
Charity Bookkeeping and Examination Services
13 Evelyns Close,
Hillingdon,
Middlesex,
UB8 3LR

27th September 2021



ST. PETER'S ASSET MANAGEMENT GROUP

BALANCE SHEET AT 31 DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Investment assets	5	1,300,000	1,300,000
		<u>1,300,000</u>	<u>1,300,000</u>
CURRENT ASSETS			
Debtors	6	185	10,630
Short term deposits		11,240	11,193
Cash at bank & in hand		20,567	24,711
		<u>31,993</u>	<u>46,534</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE	7	-8,142	-10,871
NET CURRENT ASSETS		<u>23,851</u>	<u>35,663</u>
NET ASSETS		<u>1,323,851</u>	<u>1,335,663</u>
FUNDS			
	8 & 9		
Unrestricted		<u>13,851</u>	<u>25,663</u>
Designated		<u>10,000</u>	<u>10,000</u>
Restricted		-	-
Endowment		<u>1,300,000</u>	<u>1,300,000</u>
		<u>1,323,851</u>	<u>1,335,663</u>

Approved by the St. Peter's Asset Management Group on
and signed on its behalf by:

17 June 2021



Nick Evans
Chairman - St Peter's Asset Management Group

The notes on pages 7 to 12 attached form part of these accounts.

ST. PETER'S ASSET MANAGEMENT GROUP

STATEMENT OF FINANCIAL ACTIVITIES For the Period Ended 31 DECEMBER 2020

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Fund £	2020 £	2019 £
INCOMING RESOURCES							
Letting of former church hall	2(a)	57,897	-	-	-	57,897	77,572
Letting of flats	2(b)	45,898	-	-	-	45,898	50,440
Interest on capital holdings	2(c)	48	-	-	-	48	84
		<u>103,842</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>103,842</u>	<u>128,095</u>
RESOURCES USED							
Donations to other churches	3(a)	88,500	-	-	-	88,500	93,000
Flats	3(b)	26,554	-	-	-	26,554	21,262
Governance costs	3(c)	600	-	-	-	600	500
		<u>115,654</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>115,654</u>	<u>114,762</u>
NET INCOMING/(OUTGOING) RESOURCES		-11,812	-	-	-	-11,812	13,333
GAINS AND LOSSES ON INVESTMENTS							
Unrealised	4	-	-	-	-	-	-
NET MOVEMENT IN FUNDS		-11,812	-	-	-	-11,812	13,333
TRANSFERS			-	-	-		-
BALANCES BROUGHT FORWARD							
AT 1 JANUARY 2020		25,663	10,000	-	1,300,000	1,335,663	1,322,330
BALANCES CARRIED FORWARD							
AT 31 DECEMBER 2020		13,851	10,000	-	1,300,000	1,323,851	1,335,663

The notes on pages 7 to 12 attached form part of these accounts.

ST. PETER'S ASSET MANAGEMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2019

1 ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Financial reporting standard 102 – reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Voluntary income and capital sources:

Collections are recognised when received by or on behalf of the Charity

Grants and legacies to the Charity are accounted for as soon as the Charity is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the Charity is reasonably certain.

Other ordinary income:

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

Income from investments:

Interest is accounted for on a receivables basis.

Gains and losses on investments:

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Volunteer help:

The value of any voluntary help received is not included in the accounts.

Expenditure and liabilities

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Cost of the preparation and examination of statutory accounts

Investment property

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in market value is transferred to a revaluation reserve.

Investment properties are included at trustees' best estimate of market value valued by the local estate agents.

Taxation

The charity is exempt from tax on its charitable activities

Fund accounting

General Unrestricted funds represent the funds of the Charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Charity. Funds designated for a particular purpose by the Charity are also unrestricted.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The accounts include all transactions, assets and liabilities for which the Charity 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Current assets

Amounts owing to the Charity at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

ST. PETER'S ASSET MANAGEMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

2 INCOMING RESOURCES	Unrestricted funds		Restricted Funds	Endowment Fund	Total Funds	
	General	Designated			2020	2019
	£	£	£	£	£	£
2(a) Letting of former church hall*	57,897	-	-	-	57,897	77,572
2(b) Letting of flats	45,898	-	-	-	45,898	50,440
2(c) Interest on capital holdings	48	-	-	-	48	84
TOTAL INCOMING RESOURCES	103,842	-	-	-	103,842	128,096

*Letting of former church hall figure for 2019 reflects prior year adjustment of £3,726 for rent increase which should have begun 18 June 2019

3 RESOURCES USED	Unrestricted funds		Restricted Funds	Endowment Fund	Total Funds	
	General	Designated			2020	2019
	£	£	£	£	£	£
3(a) Donations to other churches	88,500	-	-	-	88,500	93,000
3(b) Flats						
repairs, renovation, redecoration*	2,690	-	-	-	2,690	1,249
management and letting fees	6,952	-	-	-	6,952	7,335
ground rent	200	-	-	-	200	200
external service charges	3,662	-	-	-	3,662	11,871
major works contribution	12,644	-	-	-	12,644	-
bad debts	-	-	-	-	-	-
running costs	407	-	-	-	407	607
	26,554	-	-	-	26,554	21,262

*repairs, renovation, redecoration reflects prior year adjustments for reimbursement for insurance claim received in 2020 and payment made to Greys Property Services for invoice from 2018

3(c) Governance costs:						
independent examination	600	-	-	-	600	500
TOTAL RESOURCES USED	115,654	-	-	-	115,654	114,762

Fund Balance b/fwd	25,663	10,000	-	1,300,000	1,335,663	1,322,330
TRANSFERS	-	-	-	-	-	-

4 UNREALISED GAINS AND LOSSES ON INVESTMENTS

Revaluation of Investment Property	-	-	-	-	-	-
Fund Balance c/fwd	13,851	10,000	-	1,300,000	1,323,851	1,335,664

ST. PETER'S ASSET MANAGEMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

5 FIXED ASSETS

<i>Investments</i>	2019	2018
	£	£
Flats for rental		
Valuation b/fwd	1,300,000	1,300,000
Revaluation	-	-
Valuation c/fwd	<u>1,300,000</u>	<u>1,300,000</u>
TOTAL INVESTMENTS	<u>1,300,000</u>	<u>1,300,000</u>

With reference to St Peter's Church the flats for rental shown represent two flats that were gifted to the parish in 2000, with the London Diocesan Fund acting as Custodian Trustee. The redundant Church had been converted into eleven flats by developers during 1999/2000 and by gifting the two flats it was envisaged that the parish could rent out the flats to produce income. At the time of the gift local managing agents Messrs Taylor Gibbs were asked for a valuation and visited the properties. A figure of £300,000 for each flat was considered a reasonable valuation and brought into account by way of creating an endowment fund. It is understood that the flats could be sold if the decision was taken and the endowment created would be expended at that point. The flats were most recently valued in 2018 by the local letting agents Messrs Taylor Gibbs each for £650,000.

6 DEBTORS	2020	2019
	£	£
Ground rent prepaid	50	50
Taylor Gibbs overcharge	135	-
Church hall rent arrears*	-	3,726
IPM property*	-	1,738
Management fees prepaid	<u>-</u>	<u>5,116</u>
	<u>185</u>	<u>10,630</u>

* Church hall rent arrears reflects prior year adjustment

* IPM property reflect prior year adjustment as they owed settlement of insurance claim

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN 1 YEAR

	2020	2019
	£	£
Due to other churches	7,000	8,500
Independent examination	600	500
Deferred income	-	1,763
Greys Property Maintenance*	-	108
Running costs	407	-
Management and letting fees	135	-
Service charge	<u>-</u>	<u>-</u>
	<u>8,142</u>	<u>10,871</u>

*Greys Property Maintenance reflect prior year adjustment for invoice from 2018 issued in 2020

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted	Designated	Restricted	Endowment	
	Funds	Funds	Funds	Fund	Total
	£	£	£	£	£
Fixed assets		10,000	-	1,300,000	1,310,000
Current assets	21,993	-	-	-	21,993
Liabilities under 1 year	-8,142	-	-	-	-8,142
Fund Balance	13,851	10,000	-	1,300,000	1,323,851

ST. PETER'S ASSET MANAGEMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

9 FUND DETAILS

Designated funds

Designated funds are unrestricted funds that are designated for specific purposes.

The balance on St Peter's designated fund is £10,000 (2019: £10,000). This is being held for replanting.

10 STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the Trustees to prepare statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

11 ROUNDINGS

The figures shown in these accounts are in some instances the result of rounding adjustments. The underlying amounts are accurate to a penny and have been rounded to the nearest pound. This has the effect that some totals in these accounts may not be exactly equal to the sum of their constituent amounts.

12 ULTIMATE CONTROLLING PARTY

The charity is controlled by the members of the St. Peter's Asset Management Group who act as Trustees.

13 REMUNERATION TO TRUSTEES

No trustees or persons connected with them received any remuneration.