

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WITH ST MATTHEW, MUSWELL HILL

England & Wales · Charity number 1134716

Details

Other names	ST JAMES PCC, MUSWELL HILL, St James Muswell Hill P C C
Status	Registered
Legal form	Previously excepted
Registered	2010-03-08
Register	View on the Charity Commission register

Contact

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Activities

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

Activities: The PCC Of St James with St Matthew has the responsibility, together with the incumbent for promoting the whole mission of the Church of England in its local parish. This responsibility covers evangelistic, pastoral, social and ecumenical matters. It also has the maintenance responsibilities for the Church, Parish Centre and Birchwood Centre and the houses occupied by clergy and staff.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£849,503	£826,830	£1,253,420	11
2023-12-31	£720,556	£788,884	£1,230,747	10
2022-12-31	£744,006	£857,420	£1,299,075	10
2021-12-31	£764,001	£714,512	£1,412,489	8
2020-12-31	£892,190	£846,363	£1,363,000	9

Trustees

Name	Role	Appointed
AJAY GOHIL		2014-03-31
CAROLINE STREETS-LAW		2019-04-08
CELIA ELDRIDGE		2023-04-27
DAVID WILLIAMS		2017-04-24
DEBBIE WRIGHT		2021-04-26
Dr JEFFREY DAVID SKINNER		2023-04-27
GILLIAN ELIZABETH DUNKELD		
GINA TITHERIDGE		2018-04-16
GREGORY YAP		2023-04-27
Guy Carter		2025-05-19
Ian Kenneth Whitehead		2023-04-27
JESSICA NATASHA GLENCAIRN-CAMPBELL		2023-04-27
JONATHAN GARDNER		2025-05-19
KATHARINE ALLENBY		2023-04-27
KIRAN KAUR		2025-05-19
LYDIA BARTLETT		2018-04-16
MIA BYRNE		2025-05-19
Ogoro Eriwo		2025-05-19
REV CHRIS GREEN		2014-01-06
Rev MARK ANTHONY MURTHEN		2017-09-18
STEVE SEXAUER		2020-10-20

Accounts

Parish Church of St James with St Matthew

St James's Lane

Muswell Hill

London

N10 3DB

Reg. charity 1134716

**Annual Report and Financial Statements
for the year ended 31 December 2024**

Incumbent:

The Reverend Chris Green

Statutory auditors:

**Lakin Rose Limited
Chartered Accountants
Cambridge CB3 0QH**

Bankers:

**HSBC Bank plc
Muswell Hill
London N10 3RX**

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Pages	Statement	Description
3 - 15	Annual Report	Describes the activities of the PCC and related committees with particular attention to the financial activities of the Parish.
15	Summary of a PCC's Financial Responsibilities	This summarises the financial responsibilities of Parochial Church Councils.
16 - 19	Independent Auditors' Report	Where the auditors give their opinion on these financial statements; in particular, whether they comply with the various accounting rules and regulations applicable to the Parish.
20	Statement of Financial Activities for 2024	This summarises the income and expenditure of the Parish, across all its funds, for the year 2024.
21	Balance Sheet as at 31 December 2024	This sets out the Parish's various assets and liabilities at that date.
22	Cash flow statement for 2024	This summarises the cash flow generated and utilised by various activities during the period.
23 - 27	Notes to the Financial Statements	These provide additional detail on key elements of the Statement of Financial Activities and Balance Sheet.

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Background

Overall, my view is that this has been a positive year for St James. The church family is growing in numbers, including some brand-new Christians. One new micro-trend is people coming who have become Christians through watching material online and then finding us physically. As always, we have seen the emotional highs and lows of births, weddings and sad-but-hopeful funerals, great surprises and vicious shocks.

Our central plan in all this is not to remain untouched by all these events but to keep our eyes on the hope of the gospel. God planned the last year for us, and he has planned the year ahead. As Paul wrote to the Philippian Christians, *Whatever happens, conduct yourselves in a manner worthy of the gospel of Christ. Then, whether I come and see you or only hear about you in my absence, I will know that you stand firm in the one Spirit, striving together as one for the faith of the gospel* (Philippians 1:27). Love and unity in and around the faith of the gospel is the goal.

8.00 still regularly attracts 10-15 people, but this goes with a widening pool of people coming, and slightly less every-week attendance. It will be interesting to see what happens to this as the mornings brighten and warm. Our elderly members are extremely grateful for the external and internal handrails.

10.30 is visibly growing, although the pattern is still that a high percentage of those attending arrive between 10.30 and 11. Since most of those are young families, it's simply good that they made it out the door and into church. But you may have noticed additional chairs being put out as the service progresses.

A significant pressure point will be keeping safe ratios for Children and Youth provision in a context of growth, and therefore the need to recruit additional leaders, when the team is already stretched in Alice's absence and without a key leader to do the recruiting. Wilson is covering both Kids and Youth leadership, but he is at Birchwood during the morning service as Younger Youth has outgrown the vicarage. We don't want to have to turn a new family away because we don't have a large enough team.

The Gathering is also growing. The age range is broad, but the growth points are around Older Youth and Young Adults, and that sets the default as a younger and single (or married without children) vibe. It also sets the agenda for our teaching, which needs to be targeted at a less informed or spiritually mature body.

Staffing. Three new members of staff have come fully on board, while two are on leave.

Zainab Saccoh demonstrated herself immediately as competent and innovative Financial Controller and has introduced new processes that have streamlined our financial reporting.

Wilson Weaver joined us as Youth Minister and has seen both stable growth and one significant move of Younger Youth to the Birchwood.

Devon Hore is leading music and, with Chris and Mark, is overseeing The Gathering. There are new musicians of various kinds coming forward, and he's looking to integrate them into our existing patterns and enrich them as well.

Alice Shaw is on maternity leave, but she, Nathan and Sophie are coming along in the morning.

Ellie Lyon continues on sick leave, and we look forward to welcoming her back.

Everyone

It's an obvious thing to say, but it needs saying - everything that happens at St James takes teams and teams to make them occur, whether it's the committees responsible for finance, buildings and world mission, the kids, youth, or older members groups, all the communities ministers, the music, the grounds and buildings, safeguarding, first aid - the list is endless. Some of those are hidden, some have brilliant highlights, like all our musicians and singers at Christmas, some are quietly competent and easily taken for granted, like the sound, camera and tech teams. Thank you, everyone, for the part you play in making St James an active fellowship of loving disciples.

Looking back over a busy year, two highlights stick out for me, both of them having exciting challenges in the year ahead.

Vision Weekend

This wasn't in my mind last Annual Meeting, but it became increasingly clear in early summer that we needed to revisit our values as a church family and lean into them. In particular, we need to highlight the idea of Belonging. We are divided into three congregations, and with lots of new faces, and we need to reinforce friendships and relationships. I'm looking forward to more Bring and Share events (morning and evening), and more deliberate connections. One *challenge* here is to integrate newer members into a small group structure, and into patterns of serving, without assuming they know what we do or where we meet. The second *challenge* is to make sure that all our members feel valued and part of what we are doing. The PCC is setting up a team to connect with every household at St James.

Evangelism

I'm very struck by the passion of the evangelism team, and the way they have taken the challenges of street conversations and door-to-door work. They are also keen to develop what we do. One *challenge* is developing digital evangelism. We shall shortly be pioneering some new pathways around The Gathering by recording some street interviews, stories and resources with particular questions in mind. Those will be available online, drawing people towards themed services which will connect with those questions. A second *challenge* will be our Mission Week, June 28 - July 6. We have two gifted evangelists booked for the respective weekends (Glen Scrivener and Roger Simpson), and we are beginning to form a team to plan the events around those two. The countdown into the week will have some practical training (the Gathering has already helped us to identify the most obvious areas for that) and there will be follow up afterwards.

Wider concerns

One aspect of our life together concerns our denomination, and that increasingly troubles me.

If you've seen the headlines or Channel 4 coverage about the Makin Report, you'll not only know that this describes the present impact of some historic abuse, but that this comes as the latest in a sequence. This has not only produced the resignation of the Archbishop of Canterbury, but continues to rock General Synod, the College and the House of Bishops, the Archbishops' Council. It is widely observed that confidence in our denominational leadership is extremely shaky and probably at an unprecedented low. I'd be surprised if there were not more revelations, and resignations, to come, and I'm afraid that process will tarnish the Church of England's reputation further.

Note: if these stories affect you directly, I'd point you to Safe Spaces for support:

<https://safespacesenglandandwales.org.uk/>

That aside, the House of Bishops is still proceeding with plans to increase blessings for same-sex relationships. The crisis over safeguarding has temporarily slowed the process down, but the direction of travel is still clear. I realise that like any church, St James contains a range of views. However, Mark and I remain of the view that the biblical tradition St James holds as central requires us to maintain that the only place God has promised to bless sexual relationships is within male/female marriage. I'll happily talk that position through with any of our members. I want to keep St James in line with a wide range of similarly-minded evangelical and Catholic churches (<https://alliancecofe.org/>) who do not want the position on human sexuality to change. Our PCC is monitoring developments closely, and discussing our differences with care.

I know my view represents the historic position of St James, and that is the position I promised to uphold at my ordination, and again when I became your vicar.

There is a high likelihood that there will be some major realignment within the Church of England on this position in 2025/6, with international implications if the new Archbishop of Canterbury is supportive of same-sex marriage.

Preaching Series

At the start of the year we were in Matthew's gospel – looking at chapters 16-20 as Jesus predicts his death. Over Lent we looked at the issue of Perfectionism. Over the Spring we began a series in Romans, preaching through ch1-7. Then in the Autumn we slowed right down to enjoy the treasures of Romans 8. Over the summer our focus was on Psalms – the songs that Jesus sang.

Our All-Age teaching series was on Daniel.

The preaching at The Gathering also included a number of evangelistic and apologetic talks addressing issues of suffering, happiness, the Bible, what is the Trinity.

At the 8:00am services, we mostly followed the lectionary, but also included some talks from Book 1 of the Psalms.

Special Events

- The year began with a brand-new Alpha course, starting on 9 Jan and running for eight weeks; and on 19 January our Youth Ministry headed up the Big Weekend, exploring from God's Word what it is to be human, as well as sharing meals, building and strengthening friendships, and having fun.
- On 28 January, local churches came together at The Gathering for an uplifting evening of 'Prayer and Praise.'
- Anya led a trip to the British Museum for St James Youth on 3 February, looking especially at artefacts that relate to people and events from the Bible.
- Lent ended with a stirring Passion Play performed in church by Riding Lights, called 'The Narrow Road.'
- On 22 April, Archdeacon John Hawkins came for our tri-annual 'Visitation' and was pleased to see all the paperwork and procedures in order.

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- We had the first of our Bring-and-Share lunches on 28 April, an opportunity for church family members to share lunch in the Centre after the 10:30am service.
- 'Sorted Nano' on 11 May brought together St James' 11-14s and their youth group leaders with hundreds of others to deepen their understanding of the Lord Jesus, through talks from Psalms 1, 2, and 3. This event was held at St Helen's, Bishopsgate.
- The following evening Resound Worship presented a concert called 'Downcast Souls, Expectant Hearts.' Joel Payne, a former Worship Minister at St James, led the band in new songs to enrich our worship.
- 21 July saw our annual Hog Roast in the Vicarage garden. The sun shone, and the event happily brought together many church family members.
- On 10 September, Chris began a Marriage Course which ran for six consecutive weeks.
- Our Vision Weekend was held from 15 to 17 November, an opportunity for church family members across the services to share fellowship and ideas, based on the theme of 'Belonging.'
- We enjoyed a busy Christmas season hosting the 'Christmas Experience' and being pleased to hold all our familiar services.

Music Ministry (August - December)

It has been encouraging to see the Lord at work in our music team. We held a music team barbeque which was encouraging in September. Relationships are slowly beginning to form. We have also had a few new members join our church in the past few months (Odoro, Cayley, Rachel, Ilias). The vision weekend was very encouraging to hear our church lift their voices in song both on the Friday evening and Saturday morning backed by the game plan for 2025.

December was full-on and it was wonderful to see so many people step up and serve beyond their usual hours of serving. Contemporary carols was relaunched again after a gap of 1 year, and the gospel was proclaimed boldly through the readings, songs, a testimony and preaching. We had over 140+ people attend. It was lovely to see the majority stay behind afterward and chat over mince pies and hot chocolate and snacks.

We have introduced 3 new congregational songs since August which the church has caught on to and is singing well (Behold him, All Sufficient Merit, How great (Psalm 145)). We have introduced some helpful technology to the bands (digital music sheets and iPads) and some new software for the tech team which has helped our evening services. Overall it is still early days, but praise God for the small little things he has done. I do pray that in all we do upfront, we do so in humility because of what Christ has done for us.

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Community Ministry

Ellie Lyon has done a wonderful job of heading up our Communities Ministries over 2024. James' Place on Monday evenings continued to be a place of warm food, and even warmer friendships. The church remains thankful to COOK for providing meals and to the volunteers who set up and serve all who attend.

On Tuesdays, Community Café, brings together all walks of life from Muswell Hill for hot drinks and cakes and pastries. This is rounded off with homemade soup catered by the group from Barnet team of adults with additional needs. The midday Thought for the Day continues to point all who attend to Jesus, and it has been wonderful to have Steven Steppens share his testimony as part of that.

Tea Time for seniors continues to go from strength to strength with a variety of different speakers and activities every Wednesday in term time.

Sadly, Ellie had to go on long term sick leave towards the end of the year, and she has been sorely missed both in these midweek ministries, and also the very many ways that she has connected individually through home visits and phone calls and general assistance. And of course all are thankful for the many, many volunteers who give up their time to serve and support in all manner of ways. We continue to thank God for Ellie's leadership over 2024 and pray for her recovery in 2025.

WAVE: We're All Valued Equally

...those parts of the body that seem to be weaker are indispensable 1 Corinthians 12:22

WAVE Church (a Fresh Expression of St. James) continues to be a vibrant and welcoming community, where adults with and without learning disabilities enjoy growing in faith and friendship together. Approximately 40 of us meet at 4pm on the second Sunday of each month (apart from August) at the Methodist Church in Muswell Hill.

Our mixed-ability team plan and run relaxed, inclusive services where we learn more about the love of Jesus, using accessible language, Makaton signed singing, interactive teaching and prayers. Across this past year we were excited to welcome 28 visitors from around the country, who were interested in experiencing or replicating worship meetings where people of all abilities contribute (doing things with and not for each other) and feel equally valued.

In October we partnered with London Diocese to run an immersive workshop in central London for clergy and lay leaders who have a heart for making their communities more inclusive. We were also honoured that WAVE Church was included as one of five locations visited by local and national Church leaders as part of the Archbishop's London Prayer Day – more than 70 of us shared lunch together and reflected on the challenge of praying through 'hard prayers'. Everyone left with a gift bag of WAVE hand-shaped biscuits and a reminder (1 Thessalonians 5: 16-18) 'to be full of joy and not give up praying'.

We are grateful for the safeguarding and prayer support provided by St. James, that enables WAVE Church to remain a place of safety and comfort for those of us who regularly come each month and those who pop in occasionally when in need of encouragement and reassurance of God's love for them.

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Our prayers for this coming year are

- that our faith will be strengthened by the variety of major and minor Bible characters whose stories provide us with relevant and applicable life lessons
- thankfulness for our faithful mixed ability team and that each member will be refreshed in spirit
- that God will provide new team members, so that we can respond well to opportunities to share the blessings of mixed ability worship more widely, as part of wave-for-change.org.uk.

Children's Ministry

This ministry is led by our Head of Children's Ministry Alice Shaw, currently on Maternity Leave. She has a wonderful team of competent volunteers for whom we are very thankful.

Children's Ministry Groups

Promiseland (4-10s) Promiseland is our provision for children who are 4-10 years old. Alice has a team of about fifteen leaders. In this group we care about getting to know the kids well and we prioritise teaching the Bible exegetically and creatively. In these sessions, we worship together, listen to one of the team members teach the Bible, play a game, do craft and discuss the passage in groups. As most of the team serve weekly, they get to know the children really well.

Promiseland Junior (0-4s) Promiseland Junior is our provision for children who are 0-4 years old. Alice has a team of about fifteen leaders. In this group, we care about making the little ones feel loved and well cared for so they have a positive experience of church at a young age. Each week we prioritise teaching them the Bible in an age-appropriate way. In these sessions we welcome and play with the children, teach the Bible, sing songs together, and do a craft.

Inclusion Inclusion is our provision for children with additional needs. Helen Watts does a brilliant job leading this ministry. There is a group for young people to meet together and some of the children access the mainstream Promiseland group with the support of a one-to-one leader.

Bumps and Babes This is our group for parents and carers and their babies. Each week on Wednesday mornings we welcome parents, carers and their babies to our church. The babies have a chance to play, the parents and carers have the chance to chat, and we finish each session with some Christian songs and a thought for the day from the Bible.

Events:

- Lent began with a Pancake Party for the after-school club, Word on the Hill.
- The children of St James were treated to a concert, when Michael Tinker visited on 7 June.
- The school holidays finished with a Holiday Club for the children, based on the book of Jonah. The children learnt about a sending God, a saving God and a forgiving God while playing games and having plenty of fun!
- Alice hosted a discussion on the book "Raising Confident Kids" by Ed Drew on the 3 October.

Youth Ministry

Older and Younger Youth were served well during an interregnum in the first half of 2024. Consistent, servant hearted, and faithful volunteers helped the Youth of the church continue to hear from God's word, join with other churches for socials, attend networking events such as SORTED Nano, and attended a variety of summer camps.

Young people were also serving in different areas of the church, both on their own and with their families.

A new youth minister was appointed during the summer and began a series on the Church Body on Sundays where members of the church visited to share about how they are part of the body of Christ. This encouraged more service in ministry areas such as James' Place, Besom, Wave, Music Ministry, Promiseland, PLJ, Sound, Leading, Reading and Welcome.

There has been a reset of Friday Youth, which went through the 321 course and is beginning a Bible Overview. There is also a continuation of partnerships such as The Big Weekend, which studied Luke 12, "Unite" partnerships, and events such as SORTED. This is due to the incredible service of various new volunteers, who are also enabling a restart of midweek Bible studies and mentoring.

We've also built up a connection with the Hong Kong Council group, and enjoyed multiple welcoming events for their group which will ideally grow in witness.

The church has also taken assemblies and run sessions with the Year 7s from Fortismere, and has had the opportunity to share the gospel and invite them to Youth. There has been the privilege of taking students from Blanche Nevile school round the church, sharing the gospel and showing them how we worship.

There are also young people being baptised as a result of faithful evangelism and discipleship from parents, schools, open air outreach, and online discipleship. Pray for them as well as the young people of the church to grow in their belonging, and that they share Christ with their friends and continue in their service of Him into adulthood.

Women's Ministry

The emphasis in Women's ministry is about enabling, encouraging and supporting one another in developing and deepening a relationship with God, our Lord and Saviour.

It typically involves studying the Bible together; prayer; mentoring; discipleship; retreat, conferences, and outreach.

Events

There have been a number of outreach and 'in-house' events over this past year attended by women from across the congregation. These included a women's social event on 16 May, an informal evening of fellowship - sharing desserts, drinks and encouraging conversation; and a Women's Brunch on 30 November, when we used the words of Mary's wonderful song, the Magnificat, to help us look back to the first Christmas with wonder and look forward to a time when God will fulfil all those expectations in the kingdom of heaven.

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Women's Focus/pastorate

FOCUS is a weekly bible study group for women of all ages which aims to grow our love of God by reading His word and praying together as well as building friendships and encouraging one another in our faith.

FOCUS meets on a Thursday morning and has three groups that meet in the church building, and one other group that meets online.

Women's discipleship

One-to-ones and prayer ministry continue.

Support Team

Throughout the year the Support Team continued to offer the best support possible across all ministry areas. In 2024, there were 393 on the electoral roll. Our DBS Administrator, Jean Airey, supervised the administration of 19 DBS checks: 17 for those working with children, 1 for those working with adults and 1 for both.

During 2024 there were 2 weddings, 2 infant baptisms, 5 baptisms of young people, 5 of adults and 5 funerals. The team continued to administer bookings at the Birchwood Centre, where there were 8 regular weekly bookings. The income from regular and one-off bookings (including the receipts from the Preschool) came to a total of £44,472. Income from bookings for St James Church (not including weddings) was £6,955.

St James Primary School

It remains a joy to be in partnership with our church primary school, St James. Staff continue to take weekly collective worship using the Picture News resource that provides greater continuity between church and school led assemblies. A big highlight continues to be the visits to church for Harvest, Christmas, Easter and at the end of the school year. The youngest years visited the church for the Christmas Experience which they thoroughly enjoyed. In partnership with Pathway, the church runs Pathway Club as a weekly after school activity – the majority of children come from St James. Over the year the numbers attending have more than doubled.

Mark has continued in his role as Foundation Governor, and other church members are involved on the Governing Board helping to maintain the school's distinctive Christian ethos.

Eco St James – Caring for God's Creation

The PCC acknowledges the Church's responsibility of Creation Care and commits to acting this out in all areas of life of St James.

Deanery Synod Report

Deanery Synod met in February 2024, to discuss violence against women and young girls: a presentation about this was circulated soon after the meeting of Synod.

The next meeting was in June, to greet the new Bishop of Edmonton.

There was to have been a Deanery event in July 2024 to train new PCC members on Safeguarding using the online materials available, but this was postponed.

In November, Benjamin Kerridge, Vicar of Holy Innocents', Hornsey, was appointed Area Dean.

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Church Leadership and Oversight

PCC

<i>Incumbent:</i>	Revd Chris Green (Vicar)
<i>Other ministers:</i>	Revd Mark Murthen (Associate Vicar)
<i>Wardens:</i>	Dave Williams Debbie Wright
<i>Other representatives on the Deanery Synod (in addition to the Wardens):</i>	Ajay Gohil Caroline Streets-Law Gillian Dunkeld (re-elected May 2024) Gina Titheridge (re-elected May 2024)
<i>Other members, all elected unless otherwise indicated:</i>	Celia Eldridge David Airey Gregory Yap Helen Watts Ian Whitehead (Hon. Treasurer from May 2024) Jeff Skinner Jessica Glencairn-Campbell Katharine Allenby Nigel Young Patrick Haines Steve Sexauer
<i>These members were elected in May 2024</i>	Guy Carter Lydia Bartlett (re-elected)
<i>These members stood down in May 2024</i>	Jonathan Stone (Hon Treasurer)
<i>Ex-Officio members</i>	Carolyn Ritchie (Safeguarding Officer) Gabrielle Moris (Secretary)

PCC Sub-Committees

The PCC operates through a number of sub-committees, which meet between full meetings of the PCC. These sub-committees comprised the following people since the Annual Parochial Church Meeting ("APCM") in April 2024 (see the 2023 Annual Report and Financial Statements for sub-committee membership up to that date):

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Standing Committee

This committee manages the necessary business of the PCC between its meetings, subject to any directions given by the Council. It comprised Chris Green (Chair), Mark Murthen, Dave Williams (Churchwarden), Debbie Wright (Churchwarden), Jonathan Stone (Hon Treasurer till May 2024), Ian Whitehead (Hon Treasurer from May 2024) and Lydia Bartlett.

Finance Committee

This committee oversees the financial affairs of the parish, by monitoring income and expenditure, cash flow, budgeting and accounting. Its members comprised John Waters (Chair), Jonathan Stone, Jonathan Thornton (stepped down), Gina Titheridge, Tim Bartlett, Alison Tyndall, Seb Butter (stepped down), Graham Wright and Ian Whitehead (joined).

Buildings Committee

The Buildings Committee is responsible for maintaining the parish church itself, and all its associated buildings, including staff housing. Its members comprised Chris Law (Chair), Ruth Greenwood (Vice Chair), Louise Spalding, Marc Fuhrmann and Nigel Young.

World Mission Group

The World Mission Group is responsible for developing mission links outside the parish, and the distribution of the bulk of the funds set aside for mission giving (10% of the parish's unrestricted donation income is designated for mission giving.) Its members comprised Chris Green (Acting Chair), Richard Bird, Richard Fowler, Deborah Kiwanuka, Gina Titheridge, Esther Sharma (stepped down), Richard Brueton, Steve Sexauer and Nicholas Durden.

PCC Activity in 2024

The PCC met in January, March, June, September and November. At each meeting, the PCC spent time looking at the Bible, praying and conducting normal business including updates on buildings work, World Mission Group and finance, as well as safeguarding, data protection and ecological concerns. In preparation for the Annual Meeting (APCM) in May 2024, these items were approved: the 2023 Annual Report and Financial Statements, and the Financial Budget for 2024.

Our Patrons, the Diocese of London and Common Fund

We continue to enjoy an open and productive relationship with the Patrons of the Church, The Bishop of Edmonton, and the Church Pastoral Aid Society. The Common Fund we pay to the Diocese of London fully covers the direct costs of employing our Vicar, and in addition contributes to other costs of the Diocese of London. Our contribution to the Common Fund in 2024 was £91,300.

Buildings Committee

In 2024 there were five meetings of the full Buildings Committee and one extraordinary meeting in January to prepare for the Archdeacon's Visitation in April.

The Buildings Committee is made up of: Chris Law (Chair), Ruth Greenwood (Vice Chair), Nigel Young, Louise Spalding, and Marc Fuhrmann.

The most significant activity in the Buildings Committee expenditure came from the following items:

1. To start the year, the icy January weather caused some of the stonework to crumble above the tower entrance door. This required us to engage specialists to inspect and repair damaged masonry.

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2. With planning permission granted by Haringey, the Spring saw substantial pruning, for reasons of safety and shading, of 10 overgrown trees in the gardens of the Vicarage and 8 St James Lane.
3. A new wrought iron handrail, a donation from a member, was installed on the external steps leading to the Side Chapel door from St James Lane.
4. The Birchwood Centre requires ongoing expenditure, and this year the draughty and rotten sash windows in the upper residential property were replaced with double glazed timber windows. Later in the year a failed placement ART10 radiator was a significant and unexpected cost at short notice.
5. Two other residential properties (67 St James Lane, 14 Woodside Mansions) required repairs to bathrooms/plumbing and updating decoratively.
6. A fire safety report identified adjustments which were needed to fire doors in the offices and the Church Centre.
7. The largest project of the year was works on Flat B, 176 Muswell Hill Road which took eight months with regular oversight by the PCC. The property is accommodation for staff. Having suffered significant water ingress, it required work to the roof, brickwork and repointing. While unoccupied, we took the opportunity to renovate and update the bathroom and WC and decorative state and soft furnishings. Collaborating with the other two freeholders, we have repaired the frontage with safer steps and path, more appropriate bins storage, and the common parts with replastering, painting, carpeting and PIR lighting.

The work of Buildings Committee is a team effort and we rely heavily upon the whole of the St James office team. In delivering this year's activities, and particularly the project at 176 Muswell Hill Road, we would like to recognise and thank Enoch Cheng, Steve Arkell and Zainab Saccoh for their unflagging and cheerful support.

Chris Law - Chair, Buildings Committee

World Mission Group

The WMG administers the links with our world Mission Partners, and the planned support is 10% of St James Giving (for 2024, we gave £58,410). We liaise closely with our partners and their needs, which is why we significantly increased our support for the Kenyons, and were able to cease supporting Szilard Tam and adjust others according to their circumstances. During 2024 we added Dave and Kat Cornes (although Dave's new role meant we could stop funding in the year), and Edward Lekarkin. We were also able to help fund a mission trip for Simone Sarta.

Looking forwards, we are always keen to raise new Partners and Group members from within the church family, strengthen the links with Pastorates, and encourage a church team trip to Cambodia.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2024

Safeguarding

The PCC adopted the 2024 Parish Safeguarding Policy Statement in June. There were no serious Safeguarding incidents in 2024 that needed to be notified to the Charity Commission.

Progress was made during the year to implement the Safeguarding processes in the Safer Recruitment & People Management Guidance (2021) and the Learning and Development Framework (2021). However, St James did not achieve full compliance with the SRPM Guidance and further work is required in 2025.

When the online Parish Dashboard was launched in 2022, it reflected the House of Bishops' Safeguarding Policy and Practice Guidance (Promoting a Safer Church: safeguarding policy statement for children, young people and adults. House of Bishops, 2017). This policy is gradually being updated with a Code of Safeguarding Practice that strengthens and clarifies the obligation to follow the 2017 guidance.

The Parish Dashboard was upgraded in September 2024 to bring it in line with safeguarding guidance in two further policy documents: Safer Environment and Activities (2019) and Responding Well to Victims and Survivors of Abuse (2021). The new requirements will require action by the PCC and the staff team in 2025.

Finance

The surplus for the year was £22,673 after a deficit of £68,328 in 2023. Total giving, including regular monthly donations, lump sum donations and gift-aid claims increased by over 16% from £620,902 in 2023 to £722,091 in 2024 due to the generosity of the congregation as an act of worship. Church members have been very responsive to our ministry plans. Total expenditure, including depreciation, increased by 4.8% from £788,884 in 2023 to £826,830 in 2024.

At 31 December, net assets were £1,253,420 including cash balances of £295,374. Our short-term loans fell from £65,250 in 2023 to £13,050 in 2024 after new terms were agreed on an interest-free equity loan on a property we own. In addition, we are in the process of extending the lease on that property.

While the cash balance has increased during the year we are only modestly above our policy of holding three months' expenditure in cash. There will be additional financial pressures during 2025 now we are fully staffed.

Governance, Internal Control, and Risk Management

It is through the various committees and sub-committees that the PCC has addressed the key operational and financial control requirements of the Parish. St James is subject to the full accounting and auditing requirements established by UK law and practice. In addition, the PCC and staff team have addressed some of the non-financial risks associated with the activities of the church, such as Child Protection policy and the health and safety of its employees, members, visitors and contractors.

They have established appropriate risk management policies and procedures, including where necessary, appropriate insurance cover.

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2024

The PCC is grateful for the considerable efforts of volunteers for its successful operation. Without that help, the church would not be able to carry out its many and varied ministries and neither would we as individuals have opportunity to serve our Lord God as he would have us.

Reserves Policy

The PCC has a reserves policy. Our total cash balance, excluding restricted reserves, should exceed a minimum of 3 months of annual expenditure, excluding depreciation. At 31 December the cash balance was equivalent to 4.5 months of annual expenditure. If the balance falls below 3 months at the end of a year, the PCC will develop a plan to restore the level above 3 months, as soon as possible.

Auditors

Lakin Rose Limited acted as auditors during the year. A resolution for their re-appointment will be put forward at the 2025 APCM, as required by law.

On behalf of the PCC



Revd Chris Green (Vicar)
Date 14th April 2025

Summary of a Parochial Church Council's Financial Responsibilities:

1.	The PCC shall prepare accounts of the ecclesiastical parish and be accountable in particular to all whose names are on the electoral roll (<i>Church Accounting Regulations 2006</i>).
2.	Every PCC shall furnish to the Annual Parochial Church Meeting the audited accounts of the council for the years ending 31 December immediately preceding the meeting and an audited statement of the funds and property, if any, remaining at that date (<i>Parochial Church Councils (Powers) Measure 1956</i>).
3.	The charity trustees (<i>for which read PCCs</i>) shall ensure that accounting records are kept in respect of the charity which is sufficient to show and explain all the charity's transactions (<i>Charities Act 2011, Part VIII Charity Accounts, Reports and Returns, Section 130 Accounting records</i>).

**INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2024**

Opinion

We have audited the financial statements of Parish Church of St James with St Matthew (the 'charity') for the year ended 31 December 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

give a true and fair view of the state of the charity's affairs as at 31 December 2024 and of its incoming resources and application of resources for the year then ended;
have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the PCC members' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the PCC members with respect to going concern are described in the relevant sections of this report.

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2024

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the PCC members' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of PCC members

As explained more fully in the PCC members' responsibilities statement, the PCC members are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the PCC members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the PCC members are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the PCC members either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

**INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2024**

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the sector, control environment and charity performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations.
- the matters discussed among the audit engagement team and involving relevant internal specialists regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in relation to income recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. We identified no such laws and regulations applicable to the charity.

Audit response to risks identified

As a result of performing the above, we identified income recognition as a key audit risk related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance;
- obtained an understanding of provisions and held discussions with management to understand the basis of recognition or non-recognition of provisions; and

Parish Church of St James with St Matthew, Muswell Hill
Cashflow Statement for the year ended 31 December 2024

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2024

- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members including internal specialists, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of our report

This report is made solely to the PCC members, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the PCC members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the PCC members, as a body, for our audit work, for this report, or for the opinions we have formed.

Lakin Rose Limited

Lakin Rose Limited

Chartered Accountants
Statutory Auditors

Cambridge House
Camboro Business Park
Girton
Cambridge
CB3 0QH

Date: 24 April 2025

Parish Church of St James with St Matthew, Muswell Hill
Statement of Financial Activities for the year ended 31 December 2024

			UNRESTRICTED				RESTRICTED	TOTAL	
			General Fund	Charitable Giving	Property Fund	Total	Special Collection Fund	2024	2023
			£	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM									
Donations	Note 2(a)	710,190	-	-	710,190	11,901	722,091	620,902	
Legacies	Note 2(b)	-	-	-	-	-	-	7,450	
Other trading activities	Note 2(c)	91,902	-	-	91,902	-	91,902	78,083	
Other	Note 2(d)	19,581	-	-	19,581	15,929	35,510	14,121	
TOTAL			821,673	-	-	821,673	27,830	849,503	720,556
EXPENDITURE ON:									
CHARITABLE ACTIVITIES									
Grants	Note 3(a)	-	58,410	-	58,410	4,419	62,829	77,282	
Activities directly relating to the work of St James	Note 3(b)	531,809	-	26,021	557,830	26,087	583,917	572,695	
Church management and administration	Note 3(c)	170,180	-	-	170,180	-	170,180	129,637	
Governance costs	Note 3(d)	9,904	-	-	9,904	-	9,904	9,270	
TOTAL			711,893	58,410	26,021	796,324	30,506	826,830	788,884
NET INCOME/ (EXPENDITURE)			109,780	(58,410)	(26,021)	25,349	(2,676)	22,673	(68,328)
TRANSFERS BETWEEN FUNDS									
To the Charitable Giving Fund	Note 9	(71,019)	71,019	-	-	-	-	-	
NET MOVEMENT OF FUNDS			38,761	12,609	(26,021)	25,349	(2,676)	22,673	(68,328)
RECONCILIATION OF FUNDS									
TOTAL FUNDS BROUGHT FORWARD			250,066	32,838	927,791	1,210,695	20,052	1,230,747	1,299,075
TOTAL FUNDS CARRIED FORWARD			288,827	45,447	901,770	1,236,044	17,376	1,253,420	1,230,747

Parish Church of St James with St Matthew, Muswell Hill
Balance Sheet as at 31 December 2024

	Note	2024			2023		
		Property Fund	Other Funds	Total Funds	Property Fund	Other Funds	Total Funds
		£	£	£	£	£	£
FIXED ASSETS							
Tangible fixed assets	5	967,020	69,172	1,036,192	993,041	80,037	1,073,078
CURRENT ASSETS							
Debtors	6	-	21,860	21,860	-	13,054	13,054
Cash at bank and in hand	7	-	295,374	295,374	-	237,125	237,125
		-	317,234	317,234	-	250,179	250,179
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR							
	8a	(13,050)	(34,756)	(47,806)	(65,250)	(27,260)	(92,510)
NET CURRENT ASSETS		(13,050)	282,478	269,428	(65,250)	222,919	157,669
LONG TERM LIABILITIES:							
Long Term Equity Loan	8b	(52,200)	-	(52,200)	-	-	-
NET ASSETS		901,770	351,650	1,253,420	927,791	302,956	1,230,747
FUNDS							
Unrestricted		901,770	334,274	1,236,044	927,791	282,904	1,210,695
Restricted	9	-	17,376	17,376	-	20,052	20,052
		901,770	351,650	1,253,420	927,791	302,956	1,230,747

Approved by the PCC on 14th April 2025, and signed on its behalf by:



Revd Chris Green (Chair)



Ian Whitehead (Honorary Treasurer)

The notes on pages 23 to 27 form part of these accounts

Parish Church of St James with St Matthew, Muswell Hill
Cashflow Statement for the year ended 31 December 2024

Statement of cash flows

Table 1

	2024	2023	Note
	£	£	
Cash flows from operating activities:			
<i>Net Cash provided by (used in) operating activities</i>	23,617	(106,518)	(Table 2 below)
Cash flows from investing activities:			
Dividends, interest and rents from investments	40,802	43,351	
Proceeds from the sale of property, plant and equipment		36	
Purchase of property, plant and equipment	(6,170)	(5,168)	
<i>Net Cash provided by (used in) investing activities</i>	34,632	38,219	
Change in cash and cash equivalents in the reporting period	58,249	(68,299)	
Cash and cash equivalents at the beginning of the reporting period	237,125	305,424	(Table 3 below)
Cash and cash equivalents at the end of the reporting period	295,374	237,125	(Table 3 below)

Reconciliation of net movement to net cash flows from operating activities

Table 2

	2024	2023
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	22,673	(68,328)
Adjustment for:		
Depreciation charges	43,056	44,444
Dividends, interest and rents from investments	(40,802)	(43,351)
Loss/(profit) on the sale of fixed assets		(36)
(Increase)/decrease in debtors	(8,806)	17,760
Increase/(decrease) in creditors	7,496	(57,007)
Net cash provided by (used in) operating activities	23,617	(106,518)

Analysis of cash and cash equivalents

Table 3

	2024	2023
	£	£
Cash in hand	207,144	150,964
Notice deposits (less than 3 months)	88,230	86,161
Total cash and cash equivalents	295,374	237,125

Parish Church of St James with St Matthew, Muswell Hill

Notes to the 2024 Financial Statements

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities SORP (FRS 102)" effective 01 January 2019. They have been prepared under the historical cost convention. The Parish Church of St James with St Matthew meets the definition of a public benefit entity under FRS102.

Fund accounting

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

The accounts include all transactions, assets and liabilities for 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.

Incoming resources

Voluntary income and capital sources

Collections and Planned giving (donations) are recognised when received by or on behalf of the PCC. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Income from investments and other income

Interest entitlements (including any tax recoverable thereon) are accounted for as they accrue. Rental income from the letting of the church premises or related property is recognised when the rental is due.

Resources used

Grants and donations

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Common Fund is accounted for when payable. Any amount unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets

Consecrated and inalienable land and buildings, movable church furnishings

Consecrated and beneficed property is excluded from the accounts as per the Charities Act 2011. In the case of this Parish, the properties excluded by this section are the Church, the Parish Centre, the land surrounding both these buildings and the Vicarage.

The Birchwood Memorial Hall is the subject of a separate trust dating back to the early 1900s, held by a Diocesan body on behalf of the PCC. As no reliable cost information is available, and conventional valuation methods lack sufficient reliability and would involve cost which far outweigh the benefit that such a valuation could provide in the circumstances, no valuation is provided for this property in these financial statements.

The costs of maintaining and using this property are treated as expenses of the General Fund, and expensed or capitalised (as relevant) as incurred.

No value is placed on movable church furnishings held by the Church Wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Staff housing and other property

Freehold or leasehold property required to be accounted for by the PCC are included in these financial statements at (i) market values estimated in 1998 or (ii) for those properties bought subsequently, at cost. The value of property held at the time was reviewed in 2000 and considered by the PCC to continue to be appropriate valuations for the purposes of these financial statements. Maintenance expenditure is written off as incurred.

Land and buildings are not revalued upwards unless there are exceptional reasons for so doing. This is because, in the PCC's view the cost and effort of obtaining appropriate valuations outweigh the presentational and other benefits of formally revaluing such properties.

Any permanent diminution in the value of these properties, as evidenced by formal or informal valuations drawn up by or on behalf of the PCC, below that at which these properties are recognised in these financial statements, however, would be appropriately provided for.

Depreciation has been provided on these properties based upon an expected useful life of 50 years.

Other fixtures, fittings and office equipment

Equipment purchased and used within Parish premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £1,000 (excluding VAT) or less are written off when the asset is acquired.

Current assets

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

Short-term deposits include cash held either with the Central Board of Finance, Church of England Funds or at the bank.

Liabilities

Loans where the repayment amount is derived from the value of a property are shown at fair value. Any change in value from the previous year is recognised in the Statement of Financial Activities.

Taxation

As a charity, the Parish of St James with St Matthew, Muswell Hill is exempt from tax on income and gains falling within sections 521-536 of the Income Tax Act 2007 to the extent that these are applied to its charitable objectives. No tax charges have arisen in either the current or preceding year.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2024 Financial Statements

2 INCOME AND ENDOWMENTS FROM:

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2024	2023
	£	£	£	£
2(a) Incoming resources from donors				
Planned giving:				
Gift Aid donations	495,630	3,185	498,815	401,104
Income tax recoverable on Gift Aid donations	127,664	796	128,460	100,610
Other planned giving	52,984	980	53,964	59,840
Service Collections	23,962	-	23,962	12,375
Other donations	9,950	6,940	16,890	46,973
	<u>710,190</u>	<u>11,901</u>	<u>722,091</u>	<u>620,902</u>
2(b) Other voluntary incoming resources				
Legacies	-	-	-	7,450
	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,450</u>
2(c) Income from operating activities to further the PCC's objectives				
Birchwood Hall lettings & Church Hire income	52,582	-	52,582	35,924
Rental	37,021	-	37,021	41,388
Service fees	2,299	-	2,299	771
	<u>91,902</u>	<u>-</u>	<u>91,902</u>	<u>78,083</u>
2(d) Other ordinary incoming resources				
Interest income	3,786	-	3,786	1,963
Other income	15,795	15,929	31,724	12,158
	<u>19,581</u>	<u>15,929</u>	<u>35,510</u>	<u>14,121</u>
TOTAL INCOMING RESOURCES	<u>821,673</u>	<u>27,830</u>	<u>849,503</u>	<u>720,556</u>

**3 EXPENDITURE ON:
CHARITABLE ACTIVITIES**

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2024	2023
	£	£	£	£
3(a) Grants				
Missionary and charitable giving (see 10 below):				
Overseas Church and Charities	25,950	3,525	29,475	35,802
UK missions and societies (incl. St James ministries)	32,460	894	33,354	41,480
	<u>58,410</u>	<u>4,419</u>	<u>62,829</u>	<u>77,282</u>
3(b) Activities directly relating to the work of the Church				
Diocesan Common Fund	91,300	-	91,300	87,775
Staff and ministry costs	215,972	-	215,972	225,286
Church property expenses	238,415	-	238,415	226,370
Costs of services	11,799	-	11,799	7,550
Other activities	344	26,087	26,431	25,714
	<u>557,830</u>	<u>26,087</u>	<u>583,917</u>	<u>572,695</u>
3(c) Church management and administration				
Office expenditure	34,033	-	34,033	37,272
Staff and lay assistance costs	135,667	-	135,667	91,950
Bank charges	480	-	480	415
	<u>170,180</u>	<u>-</u>	<u>170,180</u>	<u>129,637</u>
3(d) Governance Costs				
Audit fees & PCC Costs	9,904	-	9,904	9,270
TOTAL RESOURCES USED	<u>796,324</u>	<u>30,506</u>	<u>826,830</u>	<u>788,884</u>

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2024 Financial Statements

4 STAFF AND RELATED COSTS

The Diocesan Common Fund payment covers the salary and pension costs for one of St James's clergy. The salary, pension, housing and other employment related costs for the other clergy and those employed staff are as follows:

	2024	2023
	£	£
Wages and salaries (including expense reimbursements, training, etc)	289,004	275,236
Social security costs	12,978	11,944
Pension costs	6,321	6,203
Housing costs (including repairs and maintenance)	90,892	67,404
	399,195	360,787

Excluding the clergy posts, the average number of other employees working over 16 hours per week (measured from 1 September in each year when contracts normally commence), analysed by function, was:

	No.	No.
Activities directly relating to the work of the Church	7	7
Church management and administration	4	3
	11	10

Of those employees, none earned more than £60,000 in the year.

Transactions with PCC members and related parties:

Employees are appointed on merit and are paid salaries commensurate with responsibilities on scales after due review by designated members of the PCC.

No elected members of the PCC were also employees concurrently during 2024. No salary was paid to PCC members who were also employees concurrently, for 2024.

The following transactions were undertaken with PCC members or related parties, all figures are inclusive of VAT if applicable:

- The clergy members of the PCC were provided allowances to assist with payment of utility bills, cleaning, gardening bills etc. The amount for 2024/2023 are as follows: Chris Green - £5,355/£7,392; Mark Murthen - £2,571/£4,329
- David Airey, appointed to the PCC, is married to Jean Airey who is employed 18hrs a week as the Church Information Secretary. Jean's remuneration in 2024 was in line with the London Living Wage.
- Debbie Wright, Church Warden, is married to Graham Wright, who is a Trustee of A Rocha International. A Rocha is a charity that received £2,000 from the World Mission Group in 2024.
- Vicar's discretionary fund was paid to a member of staff to assist with transportation costs for hospital visits.

The PCC members receive no remuneration except as outlined above.

5 FIXED ASSETS FOR USE BY THE PCC

	Land and buildings	Plant and	Total
	Freehold	Leasehold	equipment
	£	£	£
Tangible fixed assets			
Gross book value			
At 1 January 2024	506,930	794,887	281,111
Additions	-	-	6,170
Write-offs	-	-	(12,294)
At 31 December 2024	506,930	794,887	274,987
Depreciation			
At 1 January 2024	168,572	140,204	201,074
Charge for year	10,127	15,894	17,035
Write-offs	-	-	(12,294)
At 31 December 2024	178,699	156,098	205,815
Net book value			
At 31 December 2023	338,358	654,683	80,037
At 31 December 2024	328,231	638,789	69,172

As at 31 December 2024 the freehold land and buildings included 67 St. James Lane and the church Children's room (the Jimmy Peppiatt room). The refurbishments of the Birchwood Centre are also included in the Freehold depreciation.

The leasehold land and buildings comprise the staff housing at 176B Muswell Hill Road (leasehold, but a share of freehold was subsequently acquired), and 14 Woodside Mansions, Muswell Hill, N10 3NY, a 3-bedroom flat purchased in 2017 for £680,000. The purchase was enabled by an interest-free equity-linked loan with an initial principal value of £61,875 from a church member (see Note 8a and 8b).

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2024 Financial Statements

6 DEBTORS

	2024	2023
	£	£
Income tax recoverable	13,576	8,836
Prepayments and accrued income	4,737	4,218
Property, equipment and deposits	3,547	-
	<u>21,860</u>	<u>13,054</u>

7 CASH BALANCES

	2024	2023
	£	£
Held by General Fund	232,551	184,235
Held by Special Collections	17,376	20,052
Held by Charitable Giving	45,447	32,838
	<u>295,374</u>	<u>237,125</u>

8a LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accruals and deferred income	18,531	10,655
Other creditors	16,225	16,605
Amounts owed under an equity-linked loan	13,050	65,250
	<u>47,806</u>	<u>92,510</u>

8b LIABILITIES: LONG TERM

	2024	2023
	£	£
Amounts owed under an equity-linked loan	52,200	-
	<u>52,200</u>	<u>-</u>

The current liabilities include an amount owed to a church member which is derived from the value of 14 Woodside Mansions, Muswell Hill (see Note 5). The liability is interest free and unsecured. Previously the Lender could call the full loan at short notice. During 2024, a loan amendment was agreed to spread any potential loan repayment over a 5 year period.

9 FUND DETAILS

The **unrestricted funds** in use in 2024 comprised the General Fund, into which the majority of the Parish's income is placed, the Charitable Giving, Vicar's Discretionary Fund and the Property Fund to which funds are designated from the General Fund by the PCC.

The Charitable Giving Fund which is paid away to missions and charities both in the UK and overseas (see note 3 above and 10 below) is funded by transferring 10% of the unrestricted donated income from the General Fund (see Note 2 (a)).

The Property Fund comprises the assets used for staff accommodation plus any surplus on previous disposals of such property. Amounts otherwise not invested in property are lent to the General Fund on an interest free basis. As at end 2024 the fund balance represents the net assets total referred to in the Balance sheet after netting the 'Equity loan' raised for the purchase of 14 Woodside Mansions, in 2017. Given that this fund is normally fully invested in staff accommodation, it is presented separately from other funds in the balance sheet of St James.

The Vicar's Discretionary Fund is a set amount which allows financial gifts to members of St James, or occasionally to others, where there is need, and/or a need for confidentiality, and/or where there is no relevant budget.

The **restricted funds** comprised the Special Collections Fund. Funds donated for specific purposes or projects as specified by the donor are allocated to the Special Collections Fund. In addition, it includes, the Roof Fund, the Legal Fund, the Winter Night Shelter Fund. The restricted funds may also include transitory cash balances where the PCC is acting as agent for a specific project, and which should not be considered PCC income or expenditure.

With the exception of the Property Fund, the assets and liabilities of each of these funds are not separately distinguished.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2024 Financial Statements

10 GRANTS

	2024				2023		
	£	£	£	£	£	£	£
	Unrestricted (World Mission Group)	Unrestricted (Other)	Restricted (Special Collections)	Total	Unrestricted	Restricted (Special Collections)	Total
Overseas Church and charities							
Cambodia, Stewardship - Emma & Michael Kenyon	13,750		3,437	17,187	7,200	3,616	10,816
Cameroon, Wycliffe Translators - Jane Ingle	7,200		88	7,288	7,200	380	7,580
Hungary, Crosslinks - Szilard Tam	-			-	4,800		4,800
Italy, Crosslinks - JP & S Aranzulla	1,000			1,000	1,000		1,000
Tearfund - Syria Earthquake Appeal	-			-	3,000		3,000
USA, Emmanuel Anglican Church - Amber & Jim Salladin	4,000			4,000	7,200		7,200
	25,950		3,525	29,475	30,400	3,996	34,396
UK missions and societies							
Agape UK, Linda & Larry Frisa	500			500	3,300		3,300
A Rocha International	2,000			2,000	3,300		3,300
Crosslinks	-			-	3,300		3,300
Dave and Kat Cornes via Stewardship	2,000			2,000	-		-
Ed Lekarkin via OAC	2,400			2,400	-		-
Interserve, Paul Bendor-Samuels	4,000			4,000	4,500		4,500
Interserve, Martin Hickey	-			-	2,000		2,000
Matthew Sellar	7,200			7,200	7,200		7,200
Operation Mobilisation	-			-	3,300		3,300
Pathway	8,000			8,000	6,000		6,000
Simone Sartre mission trip, paid via payroll	860			860	-		-
St James Legal Advice Centre	-		750	750	750		750
UCCF, Philippa Chambers	2,200			2,200	3,300		3,300
UCCF, Anja Lijcklama à Nijeholt	3,300			3,300	3,000		3,000
Vicar's discretionary fund	-	1,653		1,653	876		876
WAVE	-		144	144	-		-
	32,460	1,653	894	35,007	40,826	-	40,826
Total Charitable Payments	58,410	1,653	4,419	64,482	71,226	3,996	75,222

Accounts

Parish Church of St James with St Matthew

St James's Lane

Muswell Hill

London

N10 3DB

Reg. charity 1134716

**Annual Report and Financial Statements
for the year ended 31 December 2023**

Incumbent:

The Reverend Chris Green

Statutory auditors:

**Lakin Rose Limited
Chartered Accountants
Cambridge CB24 9NL**

Bankers:

**HSBC Bank plc
Muswell Hill
London N10 3RX**

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2023

Pages	Statement	Description
3 - 16	Annual Report	Describes the activities of the PCC and related committees with particular attention to the financial activities of the Parish.
16	Summary of a PCC's Financial Responsibilities	This summarises the financial responsibilities of Parochial Church Councils.
17 – 20	Independent Auditors' Report	Where the auditors give their opinion on these financial statements; in particular, whether they comply with the various accounting rules and regulations applicable to the Parish.
21	Statement of Financial Activities for 2023	This summarises the income and expenditure of the Parish, across all its funds, for the year 2023.
22	Balance Sheet as at 31 December 2023	This sets out the Parish's various assets and liabilities at that date.
23	Cash flow statement for 2023	This summarises the cash flow generated and utilised by various activities during the period.
24 - 28	Notes to the Financial Statements	These provide additional detail on key elements of the Statement of Financial Activities and Balance Sheet.

Parish Church of St James with St Matthew, Muswell Hill
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Background

The PCC of St James with St Matthew has the responsibility, together with the Incumbent, for promoting the whole mission of the Church of England in its local parish. This responsibility covers evangelistic, pastoral, social and ecumenical matters. It also has maintenance responsibilities for the Church building, Parish Centre, Birchwood Centre, houses occupied by clergy and staff and a commercially let property.

The PCC is pleased to present its report for 2023. As a church, we have continued to grow steadily through the year, in person and online. We are grateful for all our members who are serving - and especially to all those who serve in the area of music and youth, until we can appoint in those areas. Those gaps on the staff team are a matter of urgent prayer.

Set out below are a few highlights from the past year, which are expanded in the rest of this report.

Preaching Series

The year began with a series from Proverbs looking at the topic of wisdom, specifically in connection with feeling, speaking, loving, spending and justice. Handouts referencing the relevant verses from Proverbs were particularly helpful.

In March, preaching centred on our identity and covered topics such as honouring our bodies, singleness and marriage.

John's gospel was the focus for April to July. On 2 July we were visited by Emma and Michael Kenyon who gave us an update on their work in Cambodia, and on 16 July a representative from Operation Mobilisation spoke about its mission work globally.

August saw a study of some of the Judges, namely Ehud, Deborah, Gideon, Abimelek and Samson.

On 1 October our guest speaker was Joseph D'Souza, who spoke powerfully about his work among the Dalit community.

In the Autumn, we looked at the topic of 'Together: God's plan for people like us.' The areas covered each Sunday were Belong, Worship, Believe, Give, Grow, Serve and Share. Our Gift Day was on 5 November 2023.

Our All-Age Worship services on the last Sunday of each month explored the subject of Praise, with a 'Halleluyah Challenge' activity for the children.

The year culminated with our Christingle service and Traditional Carol Services.

Staff Changes

Simone Elia Sarta was appointed as our Production Manager in June 2023, and quickly familiarised himself with our sound desk and tech system. His skills in filming have been particularly appreciated.

Sam Ngoke joined us for a short period of time from July 2023 as part-time Worship Pastor; he movingly led the worship for our Church Weekend at Home.

Janeth Obalim, our cleaner and one of our longest serving members of staff, left the team in January. She had an amazing servant heart, and we are very grateful for all she did and meant to us.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2023

We said a sad farewell to Dave Cornes, our Youth Minister, in September. Dave was on the staff team for a total of nine years and helped countless young members come to and grow in their faith. He and his wife Kat moved to the Isle of Wight where they hope to lead a church plant.

On 1 December 2023, Steve Arkell joined the staff as our Operations Assistant, helping Enoch and Anand and happily relieving the workload of the administrative team.

Special Events

- On 5 March the Bishop of Edmonton came to our evening service to conduct services of baptism and confirmation, a joyous occasion.
- More than 40 people attended a course called 'Walk Through the Old Testament' in March, where the speaker took us on a humorous and memorable journey.
- On 4 April there was a taster evening for the Pilgrimage to the Holy Land, which is sadly postponed to 2025.
- St James School held a fund-raising dinner on 9 June in church.
- On 16 June one of our church family members held a Women's Garden Party in her stunning garden. Ellie Lyon, our Head of Community Ministries, and Kat Cornes (Dave's wife) gave moving testimonies.
- The school holidays were rounded off by a circus-themed holiday club called The Big Top.
- On 24 September the church was garlanded with flowers and produce for our Harvest Festival.
- From 13 to 15 October, we had our Church Weekend Together, a wonderful opportunity for church family members across services and generations to come together in study and fellowship. We enjoyed a lively ceilidh, a delicious curry and a hog-roast as well as worship, prayer and talks.
- Our Women's Advent Evening was on 1 December.

Music Ministry

Our sung worship is an integral part of our services and events at St James. The music team ranges from core instruments, solo instruments, and vocalists. It has been such an encouragement to see the team pull together as one. Particular thanks should go to Graham Wright for his faithful leadership in this; and for his taking the choir through regular rehearsals to perform moving and inspiring pieces. The Traditional Carol services were particularly powerful.

We continue to pray that God would help us recruit to the Worship Pastor role, in his timing, and we are especially grateful to those band leaders who have generously stepped up and who put together the music for our services each week. You are such a blessing to us all - thank you!

Many people visited the church for our delightful monthly lunchtime concerts, organised by Viv Roberts until the Summer and then Caroline Soresby, to whom we are extremely grateful.

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Year ended 31 December 2023

Community Ministry

James Place

It really feels like the Lord has blessed this little project. We open every Monday, except Bank Holidays. James Place receives over £130 worth of food donations from our local COOK weekly, and kind members of the church family provide desserts. We serve over 40 hot meals and get opportunities to meet people from all walks of life within the local community.

We are then able to invite those who attend to the other activities we run and to church. Through James Place we have had individuals attend Alpha and families joining the congregation.

One of my highlights was our Christmas party, where we served over 60 traditional Christmas dinners and shared the story of Jesus' birth.

Community Café

Community Café is a very popular weekly event with the local community. Numbers are rising and we now have the local police visit once a month to provide advice and listen to residents' concerns. Tree House School and a charity based in Barnet working with adults who have additional needs still attend. We call them our 'Super Soup Makers'. The group make fresh soup each week and then serve it to our guests, allowing them to build confidence, learn basic cooking skills and join in activities. We are very blessed also to receive food donations from M&S each week, providing sweet treats, pastries, and bread. We also receive donations from Dunns Bakery. For me, the best part is sharing the 'thought for today'. The Gospel message, Bible reading and prayers.... It's wonderful, and now some of the Met Police get to hear the Gospel too!

Tea time

Gill Brazier and team are providing a vital life-line to the seniors living in Muswell Hill and the surrounding area, by running this group that provides an opportunity to meet and make friends over home-made tea. They run a varied programme including music, senior keep fit and other entertainment. This year Tea Time celebrated its 38th anniversary.

Muswell Hill Soup Kitchen

The soup kitchen is still well attended every Thursday and Sunday evening in the hall at the Baptist Church. It is so wonderful that our church family support this project. They are still the main beneficiary of our Harvest collection and last year it was lovely that Martin Stone (Manager) provided us with a short video clip that was played to the pupils and parent/carers at the Harvest service. St James family is also very generous when responding to requests in CFN for items of clothing. I know the guests at the Soup Kitchen appreciate these donations very much.

Besom

It was so lovely to hear Cath Mercer and Guy Carter share an update on the Christmas hampers, that blessed so many vulnerable families in the Haringey area. We were also delighted to be able to offer Besom our Woodside Garage for storage of household items, beds, tables, and chairs until they can be delivered to those in need. They do incredible work at Besom, and I have had first-hand experience on a Saturday morning run that filled me with delight, witnessing the children having a bed to sleep in and receive their little furry teddy bears.

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Signing Course

I also organised and ran a successful Signing Course - teaching British Sign Language for the local community. What was wonderful about this was we had 30 participants, some from the church family, most from the community. The age ranges were 6 years to 65! Delightful.

I have continued to receive enquiries from people requesting another course and plan to run another course later this year. It shows that here at St James we recognise the importance of inclusion.

Home visits and 'catch up calls'

On any given day often, you will not find me in my office at church. I am a strong believer a community worker should spend about half their time out there in the community. An important part of my role is home visits and calling individuals. Both church family members, those that may be struggling with their faith, struggle with mobility or would simply benefit from a visit and a nice cup of tea. I also try and maintain a high profile within the local community and this last year I have realised how 'village-like' Muswell Hill is. Everyone seems to know everyone. This has proved very beneficial as last year I was able to support 5 Year 9 students from Fortismere School find placements for their Duke of Edinburgh Award, two of whom volunteered with us at James Place.

I wish to take this opportunity to thank all our wonderful volunteers – without them the majority of St James Community Ministries would not be possible.

Ellie Lyon

WAVE: We're All Valued Equally

Now you are the body of Christ, and each one of you is a part of it. 1 Corinthians 12:27

The ecumenical **WAVE Church Muswell Hill** (which comes under the governance of St James) meets on the second Sunday of every month (except August) at the Methodist Church. We have a group of around 40 who attend regularly, about a third of whom have a learning disability. The others are family members or friends or simply people who appreciate the warm, informal and inclusive nature of the service.

WAVE's 'With Not For' approach means this is **not** a service led by people without disabilities for those with disabilities. Rather, we have a mixed ability team who plan our meetings and ensure that everyone can play a part. Our services are interactive and visual with Makaton signing when we sing, arts and crafts, and drama.

In the first half of 2023 we took the sermon on the mount as our theme, looking at how Jesus talked about God's kingdom. In the latter half of the year we focused on the Holy Spirit and how Jesus knows that we need help. We make the teaching as practical as possible, always considering what does this mean for each of us today.

If you'd like to experience a WAVE Church service then please join us on the second Sunday of the month (except August): 4pm at the Methodist Church on Pages Lane.

The Challenge Group meets weekly at St James and welcomes parents/carers who have a baby or toddler with additional needs. It's been described as a place of "abundant love and friendship" where everyone is welcome. We are delighted to have two new leaders who help with the running of the group. We're also so grateful for the beautiful flowers given each week by Floral Design House and the delicious homemade cakes baked by members of the congregation. A highlight of the year was an

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Year ended 31 December 2023

exhibition of photos of 'Challenge children', many taken with a sibling, as part of WAVE's LIVING WITH exhibition event at Alexandra Palace, celebrating mixed-ability families.

Both WAVE Church and The Challenge Group are very grateful for the practical and prayerful support they receive from the St James Church leadership and the wider congregation.

WAVE for Change (of which Bishop Sarah is patron) is the charity that has come out of our work in Muswell Hill. The charity aims to encourage and enable WAVE-style activities in more communities. There are now 10 WAVE Church groups across the country. If you know a church or group who might be interested (we have support funds available) please ask them to contact us. (hello@waveforchange.org.uk).

As always, we are truly thankful to all the people who make WAVE possible – those who support us with practical help, financially and in prayer.

*Finally, our sister organisation, **Wave Hub** (previously Wave Café - a separate charitable organisation but with the same inclusive ethos), is open on Thursdays at the United Reformed Church and we encourage you to support it, perhaps by popping in for a delicious lunch (wavehub.org.uk).*

Children's Ministry

This ministry is led by our Head of Kids, Alice Shaw. She has a wonderful team of competent volunteers for whom we are very thankful. This report will provide you with an insight into what's happened in our Children's ministry over the last year.

Children's Ministry Groups

Promiseland (4-10s) Promiseland is our provision for children who are 4-10 years old. Alice has a team of about fifteen leaders. In this group we care about getting to know the kids well and we prioritise teaching the Bible exegetically and creatively. In these sessions, we worship together, listen to one of the team members teach the Bible, play a game, do craft and discuss the passage in groups. As most of the team serve weekly, they get to know the children really well. There were about 35 children who attended weekly last year.

Promiseland Junior (0-4s) Promiseland Junior is our provision for children who are 0-4 years old. Alice has a team of about fifteen leaders. In this group, we care about making the little ones feel loved and well cared for so they have a positive experience of church at a young age. Each week we prioritise teaching them the Bible in an age appropriate way. In these sessions we welcome and play with the children, teach the Bible, sing songs together, and do a craft. There were about 20 children who attended weekly last year.

Inclusion Inclusion is our provision for children with additional needs. Helen Watts does a brilliant job leading this ministry. There is a group for young people to meet together and some of the children access the mainstream Promiseland group with the support of a one-to-one leader.

Bumps and Babes This is our group for parents and carers and their babies. Each week on Wednesday mornings we welcome parents, carers and their babies to our church. The babies have a chance to play, the parents and carers have the chance to chat and we finish each session with some Christian songs and a thought for the day from the Bible. There were about 20 people attending each week last year. Siv and Helen help run this group with Alice.

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Events

Easter Treat: Julia Rank organised an event called Easter Treat for the under 5's in our church family. It was on 25th March and included a super chef theme, family activities, craft, a talk, singing and coffee and cake for the grown-ups. We taught the children that God loves you so much!

Big Big Top Holiday Club: From 30th August to 1st September we had a holiday club for the 4-10s. The children learned from the Bible about a Big Big Maker, a Big Big Mess and a Big Big Rescue. We had about 50 children attend this club and we had a picnic on the Friday to get to know better those who came. A special thanks to Julia Rank, Lisa Murthen, Helen Notter and the rest of the team for helping make this happen.

Light Party: On 31st October we had a Light Party for 4-10s. There was teaching on Joseph. The children enjoyed food, an escape room, games and craft. About 40 children attended. A special thanks to Julia Rank, Lisa Murthen, Helen Notter and the rest of the team for helping make this happen.

Crib Service: On 24th December we had a Crib Service for families. Many children took part in this service in various ways. Many visitors came along and heard the good news about Jesus. There were about 500 people at this service. This has been a wonderful year serving the Lord alongside a great team of faithful leaders.

Youth Ministry

What has happened in Youth Ministry the past year? Quite a lot! But the most important thing to highlight is the joy it has been to see young people growing in knowledge, understanding, and love of God's Word, in seeing their heart for growing in their faith, in living for Jesus in a culture that is often hostile, in their commitment to church, their service as part of the church family, and their desire to reach out with the gospel. Our numbers may be smaller than they once were, but we have a fairly stable, core group of young people coming both morning, evening, and midweek, and it's been a joy to see their commitment and their growth.

We enjoyed some meaty series' last year. Before summer we did a Bible overview, tracking God's promises of people, land, and blessing from start to eternity, seeing how God is seeking to bring about Eden again. Last term in Younger Youth we went through chapters 1-5 of Romans, thinking about what the gospel is. The new Youth Christianity Explored resource that Dave had been developing was released in September and we enjoyed going through this with Older Youth in November. It's a great resource, and something the Older Youth can use on their own with their friends as well as at Youth Group.

Younger Youth Fridays grew to a steady number last year and had been really encouraging, with one boy coming with his friends and becoming a Christian. Unfortunately, this group had to stop in September because of lack of volunteers on both Sundays and Fridays. We made the difficult decision to pool our resources into Sundays rather than try to keep both groups running insufficiently. Older Youth Wednesdays has also continued to be a great encouragement and a joyful time with a handful of young people regularly attending. This is unfortunately also having to stop until a new Youth Minister is recruited.

We have a wonderful team across both Younger and Older Youth and it is a real privilege and joy to serve alongside them as we seek to disciple the young people each week. I am very grateful to God for each of them and their hearts for the young people. It was of course very sad to say goodbye to

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Dave and Kat in September, but we cheer them on in God's plans for them. We continue to have fewer volunteers than we need to run Youth Ministry as effectively and fully as we would like to which has been a sadness and struggle.

A few highlights from the year:

- Celebrating three of our Older Youth baptised/confirmed/reaffirming baptismal vows last March
- Running sessions in church in May with the Year 7s from Fortismere and having the opportunity to share the gospel and invite them to Youth
- Taking a few students from Blanche Nevile school round the church, sharing the gospel and how we worship
- Taking groups of young people to the Sorted Nano and Sorted conferences in May and November
- Older Youth trip to the British Museum to look at archaeological evidence for the Bible in February
- The Big Weekend in January with 120 young people and leaders looking at what it means to be human, being image-bearers
- Contagious Summer camps in July/August

Women's Ministry

The emphasis in Women's ministry is about enabling, encouraging and supporting one another in developing and deepening a relationship with God, our Lord and Saviour.

It typically involves studying the Bible together; prayer; mentoring; discipleship; retreat, conferences, and outreach.

Events

There have been a number of outreach and 'in-house' events over this past year attended by women from across the congregation. These have included some coffee mornings, two pudding evenings with approximately 25 women attending, and a summer garden party with a speaker and testimony; this was attended by around 60 women. An Advent Evening was held on 1st December with approximately 80 women attending for some food, music and sharing of personal testimonies.

Women's Focus/pastorate

FOCUS is a weekly bible study group for women of all ages which aims to grow our love of God by reading His word and praying together as well as building friendships and encouraging one another in our faith.

FOCUS meets on a Thursday morning and has three groups that meet in the church building, and one other group that meets online.

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Over the past year we have studied: Revelation, Hebrews, Prayer, the life of David and the images of Christ.

Women's discipleship

One to ones and prayer ministry continues.

Some views offered by women on women's ministry

"Women's ministry ideally needs to be a team ministry, not just event based, that builds each other up, inclusive of all women in the church."

"I think there is a need for ministry aimed at women as women really flourish in such a setting. I've loved being able to come into contact with women of different ages and experiences and at different points on the road of faith."

Looking ahead

- There are two women's socials planned, one on 16th May and one in July.
- Possibly a visit to the British Museum to look at artefacts and pieces related to the OT in July or September
- Women's Advent in late November/ early December.

We lift up His name; we lift up our faith, and lift up our service in the work of His church.

'Therefore encourage one another and build each other up, just as in fact you are doing.'

If you would like to help in planning for, providing for, or helping to enable Women's ministry to grow, please get in touch with Debbie, Sharon, or Kim. If you are interested in connecting with Focus, please contact Lisa. We would love to encourage you to take part, to join and contribute. The Lord Jesus Christ is before all things, and in Him all things hold together.

Support Team

Throughout the year the Support Team continued to offer the best support possible across all ministry areas. In 2023, there were 379 on the electoral roll. Our DBS Administrator, Jean Airey, supervised the administration of 19 DBS checks: 14 for those working with children, 0 for those working with adults and 5 for both.

During 2023 there was 1 wedding, 1 infant baptism, 1 adult baptism, 1 re-affirmation of baptismal vows, 1 confirmation and 5 funerals. The team continued to administer bookings at the Birchwood Centre, where there were six regular weekly bookings. The income from regular and one-off bookings (including the receipts from the Preschool) came to a total of £30,966. Income from bookings for St James Church (not including weddings but including one memorial service) was £4,515.

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Year ended 31 December 2023

St James Primary School

Our partnership with St James Primary School continues to thrive. Staff and church members regularly take assemblies at the school and four times a year the school comes into the church building for special assembly services. These occasions are also great opportunities for parents to attend, and they have appreciated the warm welcome. We've also been able to host a Promises Auction for Friends of St James Primary, which was a tremendous fund raiser. Church members continue to play an active role on the Governing Body of the school.

Evangelism Team

Over the past year we have run Hope Explored once and Alpha twice. An enthusiastic team has supported the clergy in getting alongside those who attended.

A new team has started to pray and plan our evangelism, and is meeting regularly for prayer, encouragement and training. We have started to imagine how we can use our online presence with more evangelistic intent.

Pastorates

Pastorates and other small groups continue to be central to our life at St James - excluding Focus, we have around 20, and this year started a new one out of The Gathering (Sunday evening service). This is now meeting in the Church Centre rather than in a home, which means it is able to grow rapidly.

Eco St James – Caring for God's Creation

Having achieved EcoChurch Bronze status in 2022, the group continued to use the EcoChurch survey to advise on actions. The Carbon Footprint of the church was measured to raise awareness and provide a baseline for future monitoring, and a number of actions taken to reduce the environmental impact of our operations and regular activities. A noticeboard was erected to maximise visibility.

Our founding team has had very limited capacity since the middle of the year – so, having established this platform, a new team is now needed to take forward the next phase of improvement.

EcoStJames brief: The PCC acknowledges the Church's responsibility of Creation Care and commits to acting this out in all areas of life of St James. As a practical first step the PCC endorses St James embarking on the EcoChurch pathway, and tasks the St James EcoChurch Group with investigating ways in which we as a church family can progress on this journey.

Deanery Synod Report

Disability and Inclusion in Worship

At the Synod in February 2023, John Beauchamp, the Diocesan Disability Ministry Enabler, gave another thought-provoking presentation. As there was no audio/visual presentation, Synod had to listen rather than watch. According to John, this made for a more engaging Question and Answer session.

John focussed on how those with disabilities can be made to feel more inclusive without the need for a parish to obtain expensive aids or equipment. While some aids are required, we need to include

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2023

theology, listen to those around us, and not be afraid to approach and ask questions of the experts in this area – those with disabilities.

Church Leadership and Oversight

PCC

<i>Incumbent:</i>	Revd Chris Green (Vicar)
<i>Other ministers:</i>	Revd Mark Murthen (Associate Vicar)
<i>Wardens:</i>	Paul Mercer (to April 2023) Debbie Wright Dave Williams (from April 2023)
<i>Other representatives on the Deanery Synod (in addition to the Wardens):</i>	Ajay Gohil Caroline Streets-Law Gillian Dunkeld Gina Titheridge
<i>Other members, all elected unless otherwise indicated:</i>	Jonathan Stone - Honorary Treasurer Lydia Bartlett Nigel Young Helen Watts
<i>These members were elected in April 2023</i>	Ian Whitehead Gregory Yap Jeff Skinner David Airey Katharine Allenby Jessica Glencairn-Campbell Patrick Haines Celia Eldridge Steve Sexauer
<i>These members stood down in April 2023</i>	Richard Brueton Michael Dufour Jo Hutchinson Andrea Bleakley
<i>Ex-Officio members</i>	Carolyn Ritchie (Safeguarding Officer) Gabrielle Moris (Secretary)

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2023

PCC Sub-Committees

The PCC operates through a number of sub-committees, which meet between full meetings of the PCC. These sub-committees comprised the following people since the Annual Parochial Church Meeting ("APCM") in April 2023 (see the 2022 Annual Report and Financial Statements for sub-committee membership up to that date):

Standing Committee

This committee has responsibility to transact the necessary business of the PCC between its meetings, subject to any directions given by the Council. It comprised Chris Green (Chair), Mark Murthen, Paul Mercer (Churchwarden to April 2023), Dave Williams (Churchwarden from April 2023), Debbie Wright (Churchwarden), Jonathan Stone (Hon Treasurer), Andrea Bleakley (to April 2023) and Lydia Bartlett (from April 2023.)

Finance Committee

This committee oversees the financial affairs of the parish, by monitoring income and expenditure, cash flow, budgeting and accounting. Its members comprised John Waters (Chair), Jonathan Stone, Jonathan Thornton, Gina Titheridge, Tim Bartlett, Alison Tyndall, and Graham Wright.

Buildings Committee

The Buildings Committee is responsible for maintaining the parish church itself, and all its associated buildings, including staff housing. Its members comprised Chris Law (Chair), Ruth Greenwood (Vice Chair), Gill Brazier (to May 2023), Ian Roberts (to September 2023), Louise Spalding, Marc Fuhrmann and Nigel Young.

World Mission Group

The World Mission Group is responsible for developing mission links outside the parish, and the distribution of the bulk of the funds set aside for mission giving (10% of the parish's unrestricted donation income is designated for mission giving.) Its members comprised Chris Green (Acting Chair), Richard Bird, Richard Fowler, Deborah Kiwanuka, Gina Titheridge, Esther Sharma, Richard Brueton, Nicholas Durden and Virginia Knox (to October 2023.)

PCC Activity in 2023

The PCC met in February, April, June, July, September and November. At each meeting, the PCC spent time looking at the Bible, praying and conducting normal business including updates on buildings work, World Mission Group and finance, as well as safeguarding, data protection and ecological concerns. In preparation for the Annual Meeting (APCM) in April 2023, these items were approved: the 2022 Annual Report and Financial Statements, and the Financial Budget for 2023.

Our Patrons, the Diocese of London and Common Fund

We continue to enjoy an open and productive relationship with the Patrons of the Church, The Bishop of Edmonton, and the Church Pastoral Aid Society. The Common Fund we pay to the Diocese of London fully covers the direct costs of employing our Vicar, and in addition contributes to other costs of the Diocese of London. Our contribution to the Common Fund in 2023 was £87,775.

Finance

After a number of years of underlying surpluses (whilst in 2022 a deficit was reported, this was after a significant but one-off expenditure of £130,000 on the church roof, with the structural position being one of a surplus), we have a deficit in the year of £68,328.

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However:

- The deficit partly reflects a conscious decision by the Word Mission Group to make use of its reserves.
- As at 31 December, the church has net assets of £1.23m and over £237,000 in cash & short-term investments.
- The church is focused on increasing the level of congregational giving, congruent with giving being an important form of worship.

The Finance Committee would like to express its gratitude to Anand Achuthan for faithfully and diligently serving the church as Financial Controller for over a decade, and wish him continued success as he steps up to the challenges of a larger Christian organisation in early 2024.

Buildings Committee

There were 5 meetings of the full Buildings Committee during 2023. Having completed two huge projects in 2022 (the roof and the main church boilers) 2023 has been a year marked by significant personnel change.

Two long-standing members stood down: Gill Brazier, who spearheaded the roof project, stood down in May; Ian Roberts, who was indefatigable as Vice Chair, stood down at September's meeting. Both Gill and Ian have moved mountains (as well as roofs and boilers) over their years of valued service and St James owes them huge thanks for their long, tenacious and loyal service to the church.

We are therefore very thankful to welcome Marc Fuhrmann to the team and look forward to his input and fresh energies. Ruth Greenwood has stepped into the role of Vice Chair. The rest of the Buildings Committee are: Chris Law (Chair), Nigel Young and Louise Spalding.

Notable items of expenditure from the Buildings Committee budget included:

1. In the main Church building, electrical work included new LED lamps being added to the existing fittings, providing brighter light and lower running costs. New CCTV was also added to the outside of the Centre to cover the Easter Garden.
2. Also in the main Church, a survey of the roof spaces of the nave and chancel was commissioned. The report produced established there is insulation to the main church roof but a significant scale of works would be required to insulate the building further.
3. At the Birchwood Centre, the hoppers had spiral brushes ('hedgehogs') fitted to the gutters to remedy leaves being swept from the roofs and clogging the downpipes during heavy rain and rainwater overflowing.
4. The Birchwood Upper Flat was properly insulated in the loft, and secondary glazing was added to the front windows. Prior to the works, this residential property used by church staff was previously E-rated on the EPC assessment. Further work on large, rotten, single-glazed windows is required and is due in 2024.
5. The Ground Floor Flat at the Birchwood Centre had a sound deadening ceiling added to reduce sound transfer, with additional plastering and decorating works.

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6. In the Centre, the toilets in the basement had new ceiling tiles and improved lighting added.

These activities and other works all require co-ordination behind the scenes to make them happen and for this we are grateful to the St James operations team, and in particular to Enoch Cheng and Anand Achuthan for their resourcefulness, willingness and good humour.

Chris Law - Chair, Buildings Committee

World Mission Group

In 2023 the World Mission Group (WMG) distributed over £71,000 to Mission Partners. This was achieved by using £13,420 of our reserves on top of the PCC allocation of £57,600.

The PCC allocates 10% of unrestricted giving received each year to the charitable giving fund, which the WMG is tasked with distributing. In 2023 the WMG therefore distributed all the funds that it received.

Two exceptional payments were made: travel costs for Chris Green to visit Tam Szilárd in Budapest, and £500 (via the Vicar's Discretionary Fund) to the Church of England Evangelical Council towards the travel cost of Archbishop Kanishka Raffel, who preached here. The WMG also passed on a £3000 collection to TearFund for their Syria earthquake appeal.

The maximum amount distributed to individual Mission Partners (or related recipients in combination) in 2023 was £7,200, with 4 long term Mission Partners receiving at least £6,000 (Jane Ingle with Wycliffe, Emmanuel Church in New York, Michael & Emma Kenyon in Cambodia, Pathway). Large organisations we support tend to receive a lower amount, with A Rocha, Crosslinks and OM all receiving £3,300 each.

There were no new mission partners in 2023, although we made a one-off grant to Temi Noah.

Safeguarding

The PCC adopted the 2023 Parish Safeguarding Policy Statement and the 2022 Safeguarding Audit and Action Plan in June, and the outstanding actions were completed during 2023. There were no serious Safeguarding incidents in 2023 that needed to be notified to the Charity Commission.

Progress was made on implementing new Safeguarding processes following the introduction of the Safer Recruitment & People Management Guidance (2021) and the Learning and Development Framework (2021). However, St James is not yet fully compliant with the Safer Recruitment guidance but plans are in place to achieve this in 2024.

The online Parish Dashboard that was launched by the London Diocese in 2022 enables us to progress with Safer Recruitment & People Management and with Safeguarding Training. Action Summaries are circulated at each PCC meeting so that members are kept aware of progress and outstanding actions.

Governance, Internal Control, and Risk Management

It is through the various committees and sub-committees that the PCC has addressed the key operational and financial control requirements of the Parish. St James is subject to the full accounting and auditing requirements established by UK law and practice. In addition, the PCC and staff team have addressed some of the non-financial risks associated with the activities of the church, such as Child Protection policy and the health and safety of its employees, members, visitors and contractors.

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They have established appropriate risk management policies and procedures, including where necessary, appropriate insurance cover.

The PCC is grateful for the considerable efforts of volunteers for its successful operation. Without that help, the church would not be able to carry out its many and varied ministries and neither would we as individuals have opportunity to serve our Lord God as he would have us.

Auditors

Lakin Rose Limited acted as auditors during the year. A resolution for their re-appointment will be put forward at the 2024 APCM, as required by law.

On behalf of the PCC



Revd Chris Green (Vicar)
22nd April 2024

Summary of a Parochial Church Council's Financial Responsibilities:

1.	The PCC shall prepare accounts of the ecclesiastical parish and be accountable in particular to all whose names are on the electoral roll (<i>Church Accounting Regulations 2006</i>).
2.	Every PCC shall furnish to the Annual Parochial Church Meeting the audited accounts of the council for the years ending 31 December immediately preceding the meeting and an audited statement of the funds and property, if any, remaining at that date (<i>Parochial Church Councils (Powers) Measure 1956</i>).
3.	The charity trustees (<i>for which read PCCs</i>) shall ensure that accounting records are kept in respect of the charity which is sufficient to show and explain all the charity's transactions (<i>Charities Act 2011, Part VIII Charity Accounts, Reports and Returns, Section 130 Accounting records</i>).

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2023

Opinion

We have audited the financial statements of Parish Church of St James with St Matthew (the 'charity') for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2023 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the PCC members' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the PCC members with respect to going concern are described in the relevant sections of this report.

Parish Church of St James with St Matthew, Muswell Hill
Cashflow Statement for the year ended 31 December 2023

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2023

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the PCC members' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of PCC members

As explained more fully in the PCC members' responsibilities statement, the PCC members are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the PCC members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the PCC members are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the PCC members either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Parish Church of St James with St Matthew, Muswell Hill
Cashflow Statement for the year ended 31 December 2023

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2023

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the sector, control environment and charity performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations.
- the matters discussed among the audit engagement team and involving relevant internal specialists regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in relation to income recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. We identified no such laws and regulations applicable to the charity.

Audit response to risks identified

As a result of performing the above, we identified income recognition as a key audit risk related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance;
- obtained an understanding of provisions and held discussions with management to understand the basis of recognition or non-recognition of provisions; and

Parish Church of St James with St Matthew, Muswell Hill
Cashflow Statement for the year ended 31 December 2023

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2023

- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members including internal specialists, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of our report

This report is made solely to the PCC members, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the PCC members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the PCC members, as a body, for our audit work, for this report, or for the opinions we have formed.



Lakin Rose Limited

Chartered Accountants
Statutory Auditors

Vision Park
Histon
Cambridge
CB24 9NL

Date: 3 May 2024

Parish Church of St James with St Matthew, Muswell Hill
Statement of Financial Activities for the year ended 31 December 2023

		UNRESTRICTED				RESTRICTED	TOTAL	
		General Fund	Capital Fund	Charitable Giving	Property Fund	Total	Special Collection Fund	
		£	£	£	£	£	£	2023
								2022
								£
								£
INCOME AND ENDOWMENTS FROM								
Donations	Note 2(a)	582,299	-	-	-	582,299	38,603	620,902
Legacies	Note 2(b)	7,450	-	-	-	7,450	-	7,450
Other trading activities	Note 2(c)	78,083	-	-	-	78,083	-	78,083
Other	Note 2(d)	14,121	-	-	-	14,121	-	14,121
TOTAL		681,953	-	-	-	681,953	38,603	720,556
EXPENDITURE ON:								
CHARITABLE ACTIVITIES								
Grants	Note 3(a)	-	-	71,226	-	71,226	6,056	77,282
Activities directly relating to the work of St James	Note 3(b)	509,783	-	-	29,412	539,195	33,500	572,695
Church management and administration	Note 3(c)	129,637	-	-	-	129,637	-	129,637
Governance costs	Note 3(d)	9,270	-	-	-	9,270	-	9,270
TOTAL		648,690	-	71,226	29,412	749,328	39,556	788,884
NET INCOME/ (EXPENDITURE)		33,263	-	(71,226)	(29,412)	(67,375)	(953)	(68,328)
TRANSFERS BETWEEN FUNDS								
To the Special Collection Fund, General Fund	Note 9	1,083	-	-	-	1,083	(1,083)	-
To the Charitable Giving Fund	Note 9	(58,230)	-	58,230	-	-	-	-
NET MOVEMENT OF FUNDS		(23,884)	-	(12,996)	(29,412)	(66,292)	(2,036)	(68,328)
RECONCILIATION OF FUNDS								
TOTAL FUNDS BROUGHT FORWARD		273,950	0	45,834	957,203	1,276,987	22,088	1,299,075
TOTAL FUNDS CARRIED FORWARD		250,066	0	32,838	927,791	1,210,695	20,052	1,230,747

Parish Church of St James with St Matthew, Muswell Hill
Balance Sheet as at 31 December 2023

	Note	2023			2022		
		Property Fund	Other Funds	Total Funds	Property Fund	Other Funds	Total Funds
		£	£	£	£	£	£
FIXED ASSETS							
Tangible fixed assets	5	993,041	80,037	1,073,078	1,019,078	93,276	1,112,354
CURRENT ASSETS							
Debtors	6	-	13,054	13,054	-	30,814	30,814
Cash at bank and in hand	7	-	237,125	237,125	-	305,424	305,424
		-	250,179	250,179	-	336,238	336,238
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR							
	8	(65,250)	(27,260)	(92,510)	(61,875)	(87,642)	(149,517)
NET CURRENT ASSETS							
		(65,250)	222,919	157,669	(61,875)	248,596	186,721
NET ASSETS							
		927,791	302,956	1,230,747	957,203	341,872	1,299,075
FUNDS							
Unrestricted		927,791	282,904	1,210,695	957,203	319,784	1,276,987
Restricted	9	-	20,052	20,052	-	22,088	22,088
		927,791	302,956	1,230,747	957,203	341,872	1,299,075

Approved by the PCC on 22nd April 2024, and signed on its behalf by:



Revd Chris Green (Chair)



Jonathan Stone (Honorary Treasurer)

The notes on pages 23 to 28 form part of these accounts

Parish Church of St James with St Matthew, Muswell Hill
Cashflow Statement for the year ended 31 December 2023

Statement of cash flows

Table 1

		2023	2022	Note
		£	£	
	Cash flows from operating activities:			
	<i>Net Cash provided by (used in) operating activities</i>	(106,518)	(83,048)	(Table 2 below)
	Cash flows from investing activities:			
	Dividends, interest and rents from investments	43,351	30,760	
	Proceeds from the sale of property, plant and equipment	36	-	
	Purchase of property, plant and equipment	(5,168)	(60,589)	
	Proceeds from sale of investments	-	-	
	Purchase of investments	-	-	
	<i>Net Cash provided by (used in) investing activities</i>	38,219	(29,829)	
	Cash flows from financing activities:			
	Repayments of borrowing	-	-	
	Cash inflows from new borrowing	-	-	
	Receipt of endowment	-	-	
	<i>Net cash provided by (used in) financing activities</i>	-	-	
	Change in cash and cash equivalents in the reporting period	(68,299)	(112,877)	
	Cash and cash equivalents at the beginning of the reporting period	305,424	418,301	(Table 3 below)
	Cash and cash equivalents due to exchange rate movements	-	-	
	Cash and cash equivalents at the end of the reporting period	237,125	305,424	(Table 3 below)

Reconciliation of net movement to net cash flows from operating activities

Table 2

		2023	2022
		£	£
	Net movement in funds for the reporting period (as per the statement of financial activities)	(68,328)	(113,414)
	Adjustment for:		
	Depreciation charges	44,444	39,757
	Dividends, interest and rents from investments	(43,351)	(30,760)
	Loss/(profit) on the sale of fixed assets	(36)	-
	(Increase)/decrease in stocks	-	-
	(Increase)/decrease in debtors	17,760	(18,653)
	Increase/(decrease) in creditors	(57,007)	40,022
	Net cash provided by (used in) operating activities	(106,518)	(83,048)

Analysis of cash and cash equivalents

Table 3

		2023	2022
		£	£
	Cash in hand	150,964	220,267
	Notice deposits (less than 3 months)	86,161	85,157
	Overdraft facility repayable on demand	-	-
	Total cash and cash equivalents	237,125	305,424

Parish Church of St James with St Matthew, Muswell Hill

Notes to the 2023 Financial Statements

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities SORP (FRS 102)" effective 01 January 2019. They have been prepared under the historical cost convention. The Parish Church of St James with St Matthew meets the definition of a public benefit entity under FRS102.

Fund accounting

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

The accounts include all transactions, assets and liabilities for 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.

Incoming resources

Voluntary income and capital sources

Collections and Planned giving (donations) are recognised when received by or on behalf of the PCC. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Income from investments and other income

Interest entitlements (including any tax recoverable thereon) are accounted for as they accrue. Rental income from the letting of the church premises or related property is recognised when the rental is due.

Resources used

Grants and donations

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Common Fund is accounted for when payable. Any amount unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets

Consecrated and inalienable land and buildings, movable church furnishings

Consecrated and benefited property is excluded from the accounts as per the Charities Act 2011. In the case of this Parish, the properties excluded by this section are the Church, the Parish Centre, the land surrounding both these buildings and the Vicarage.

The Birchwood Memorial Hall is the subject of a separate trust dating back to the early 1900s, held by a Diocesan body on behalf of the PCC. As no reliable cost information is available, and conventional valuation methods lack sufficient reliability and would involve cost which far outweigh the benefit that such a valuation could provide in the circumstances, no valuation is provided for this property in these financial statements.

The costs of maintaining and using this property are treated as expenses of the General Fund, and expensed or capitalised (as relevant) as incurred.

No value is placed on movable church furnishings held by the Church Wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Staff housing and other property

Freehold or leasehold property required to be accounted for by the PCC are included in these financial statements at (i) market values estimated in 1998 or (ii) for those properties bought subsequently, at cost. The value of property held at the time was reviewed in 2000 and considered by the PCC to continue to be appropriate valuations for the purposes of these financial statements. Maintenance expenditure is written off as incurred.

Land and buildings are not revalued upwards unless there are exceptional reasons for so doing. This is because, in the PCC's view the cost and effort of obtaining appropriate valuations outweigh the presentational and other benefits of formally revaluing such properties.

Any permanent diminution in the value of these properties, as evidenced by formal or informal valuations drawn up by or on behalf of the PCC, below that at which these properties are recognised in these financial statements, however, would be appropriately provided for.

Depreciation has been provided on these properties based upon an expected useful life of 50 years.

Other fixtures, fittings and office equipment

Equipment purchased and used within Parish premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £1,000 (excluding VAT) or less are written off when the asset is acquired.

Current assets

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

Short-term deposits include cash held either with the Central Board of Finance, Church of England Funds or at the bank.

Liabilities

Loans where the repayment amount is derived from the value of a property are shown at fair value. Any change in value from the previous year is recognised in the Statement of Financial Activities.

Taxation

As a charity, the Parish of St James with St Matthew, Muswell Hill is exempt from tax on income and gains falling within sections 521-536 of the Income Tax Act 2007 to the extent that these are applied to its charitable objectives. No tax charges have arisen in either the current or preceding year.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2023 Financial Statements

2 INCOME AND ENDOWMENTS FROM:

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2023	2022
	£	£	£	£
2(a) Incoming resources from donors				
Planned giving:				
Gift Aid donations	396,901	4,203	401,104	409,995
Income tax recoverable on Gift Aid donations	99,559	1,051	100,610	102,936
Other planned giving	58,011	1,829	59,840	57,916
Service Collections	10,176	2,199	12,375	6,214
Other donations	17,652	29,321	46,973	63,335
	582,299	38,603	620,902	640,396
2(b) Other voluntary incoming resources				
Legacies	7,450	-	7,450	-
	7,450	-	7,450	-
2(c) Income from operating activities to further the PCC's objectives				
Birchwood Hall lettings & Church Hire income	35,924	-	35,924	43,013
Rental	41,388	-	41,388	30,175
Service fees	771	-	771	1,724
	78,083	-	78,083	74,912
2(d) Other ordinary incoming resources				
Interest income	1,963	-	1,963	585
Other income	12,158	-	12,158	28,113
	14,121	-	14,121	28,698
TOTAL INCOMING RESOURCES	681,953	38,603	720,556	744,006

**3 EXPENDITURE ON:
CHARITABLE ACTIVITIES**

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2023	2022
	£	£	£	£
3(a) Grants				
Missionary and charitable giving (see 10 below):				
Overseas Church and Charities	30,776	5,026	35,802	40,747
UK missions and societies (incl. St James ministries)	40,450	1,030	41,480	31,485
	71,226	6,056	77,282	72,232
3(b) Activities directly relating to the work of the Church				
Diocesan Common Fund	87,775	-	87,775	85,200
Staff and ministry costs	225,286	-	225,286	206,409
Church property expenses	218,584	7,786	226,370	328,132
Costs of services	7,550	-	7,550	7,147
Other activities	-	25,714	25,714	31,248
	539,195	33,500	572,695	658,136
3(c) Church management and administration				
Office expenditure	37,272	-	37,272	30,816
Staff and lay assistance costs	91,950	-	91,950	87,390
Bank charges	415	-	415	446
	129,637	-	129,637	118,652
3(d) Governance Costs				
Audit fees & PCC Costs	9,270	-	9,270	8,400
TOTAL RESOURCES USED	749,328	39,556	788,884	857,420

Parish Church of St James with St Matthew, Muswell Hill

Notes to the 2023 Financial Statements

4 STAFF AND RELATED COSTS

The Diocesan Common Fund payment covers the salary and pension costs for one of St James's clergy. The salary, pension, housing and other employment related costs for the other clergy and those employed staff are as follows:

	2023	2022
	£	£
Wages and salaries (including expense reimbursements, training, etc)	275,236	241,404
Social security costs	11,944	14,668
Pension costs	6,203	5,401
Housing costs (including repairs and maintenance)	67,404	76,301
	360,787	337,774

Excluding the clergy posts, the average number of other employees working over 16 hours per week (measured from 1 September in each year when contracts normally commence), analysed by function, was:

	No.	No.
Activities directly relating to the work of the Church	7	7
Church management and administration	3	3
	10	10

Of those employees, none earned more than £60,000 in the year.

Transactions with PCC members and related parties:

Employees are appointed on merit and are paid salaries commensurate with responsibilities on scales after due review by designated members of the PCC.

No elected members of the PCC were also employees concurrently during 2023. No salary was paid to PCC members who were also employees concurrently, for 2023.

The following transactions were undertaken with PCC members or related parties, all figures are inclusive of VAT if applicable:

- The clergy members of the PCC were provided allowances to assist with payment of utility bills, cleaning, gardening bills etc. The amounts for 2023/2022 are as follows: Chris Green - £7,382/ £5,996; Mark Murthen - £4,329/£2,496.
- David Airey, newly appointed to the PCC, is married to Jean Airey who is employed 18hrs a week as the Church Information Secretary. Jean's remuneration in 2023 was in line with the London Living Wage.
- Debbie Wright, Church Warden, is married to Graham Wright, who is a Trustee of A Rocha International. A Rocha is a charity that received £3,300 from the World Mission Group in 2023.

The PCC members receive no remuneration except as outlined above.

5 FIXED ASSETS FOR USE BY THE PCC

	Land and buildings Freehold	Leasehold	Plant and equipment	Total
	£	£	£	£
Tangible fixed assets				
Gross book value				
At 1 January 2023	506,930	794,887	277,652	1,579,469
Additions	0	0	5,168	5,168
Disposals	0	0	(1,709)	(1,709)
At 31 December 2023	506,930	794,887	281,111	1,582,928
Depreciation				
At 1 January 2023	158,433	124,306	184,376	467,115
Charge for year	10,139	15,898	18,407	44,444
Disposals	0	0	(1,709)	(1,709)
At 31 December 2023	168,572	140,204	201,074	509,850
Net book value				
At 31 December 2022	348,497	670,581	93,276	1,112,354
At 31 December 2023	338,358	654,683	80,037	1,073,078

As at 31 December 2023 the freehold land and buildings included 67 St. James Lane and the church Children's room (the Jimmy Peppiatt room). The refurbishments of the Birchwood Centre are also included in the Freehold depreciation.

The leasehold land and buildings comprise the staff housing at 176B Muswell Hill Road (leasehold, but a share of freehold was subsequently acquired), and 14 Woodside Mansions, Muswell Hill, N10 3NY, a 3-bedroom flat purchased in 2017 for £680,000. The purchase was enabled by an interest-free equity-linked loan with an initial principal value of £61,875 from a church member (see Note 8).

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2023 Financial Statements

6 DEBTORS

	2023	2022
	£	£
Income tax recoverable	8,836	8,168
Prepayments and accrued income	4,218	21,471
Property, equipment and deposits	0	1,175
	<u>13,054</u>	<u>30,814</u>

7 CASH BALANCES

	2023	2022
	£	£
Held by General Fund	184,235	237,502
Held by Capital Fund	0	0
Held by Special Collections	20,052	22,088
Held by Charitable Giving	<u>32,838</u>	<u>45,834</u>
	<u>237,125</u>	<u>305,424</u>

8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Accruals and deferred income	10,655	8,246
Other creditors	16,605	79,396
Amounts owed under an equity-linked loan	<u>65,250</u>	<u>61,875</u>
	<u>92,510</u>	<u>149,517</u>

The current liabilities include an amount owed to a church member which is derived from the value of 14 Woodside Mansions, Muswell Hill (see Note 5). The liability is interest free and unsecured.

The repayment sum is based on multiplying the sale proceeds or market value by 9%. In 2023 the repayment sum was increased by £3,375 to reflect the movement in property values since the liability was incurred.

9 FUND DETAILS

The **unrestricted funds** in use in 2023 comprised the General Revenue Fund, into which the majority of the Parish's income is placed, the Charitable Giving, the Capital Fund and the Property Fund to which funds are designated from the General Revenue Fund by the PCC.

The Charitable Giving Fund which is paid away to missions and charities both in the UK and overseas (see note 3 above and 10 below) is funded by transferring 10% of the unrestricted donated income from the General Fund (see Note 2 (a)).

The Capital Fund is used to set aside funds which are earmarked for specific capital projects, such as significant church building fabric repair, major equipment purchase and refurbishment to enhance the buildings at St James.

The Property Fund comprises the assets used for staff accommodation plus any surplus on previous disposals of such property. Amounts otherwise not invested in property are lent to the General Fund on an interest free basis. As at end 2022 the fund balance represents the net assets total referred to in the Balance sheet after netting the 'Equity loan' raised for the purchase of 14 Woodside Mansions, in 2017. Given that this fund is normally fully invested in staff accommodation, it is presented separately from other funds in the balance sheet of St James.

The **restricted funds** comprised the Special Collections Fund. Funds donated for specific purposes or projects as specified by the donor are allocated to the Special Collections Fund. In addition it includes the Vicars Discretionary Fund, the Roof Fund, the Legal Fund, the Winter Night Shelter Fund. The restricted funds may also include transitory cash balances where the PCC is acting as agent for a specific project, and which should not be considered PCC income or expenditure.

With the exception of the Property Fund, the assets and liabilities of each of these funds are not separately distinguished.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2023 Financial Statements

10 GRANTS

	2023			2022		
	£		Total	£		Total
	Unrestricted	Restricted (Special Collections)		Unrestricted	Restricted (Special Collections)	
Overseas Church and charities						
Cambodia, Stewardship - Emma & Michael Kenyon	7,200	3,616	10,816	7,474	3605	11079
Cameroon, Wycliffe Translators - Jane Ingle	7,200	380	7,580	6,500	164	6664
DEC - Ukraine Appeal			0	-	647	647
Essential Christian - Hope Lebedyn			0	-	857	857
Hungary, Crosslinks - Szilard Tam	4,800		4,800	-	-	0
Italy, Crosslinks - Forte Torre			0	-	-	0
Italy, Crosslinks - JP & S Aranzulla	1,000		1,000	4,000	-	4000
Tearfund - Syria Earthquake Appeal	3,000		3,000			
Tearfund - Afghanistan Relief			0	6,000	-	6000
Tearfund - Ukraine Relief			0	4,000	-	4000
USA, Emmanuel Anglican Church - Amber & Jim Salladin	7,200		7,200	6,500	-	6500
USA, Amber & Jim Salladin			0	1000	-	1000
	30,400	3,996	34,396	35,474	5,273	40,747
UK missions and societies						
Agape UK, Linda & Larry Frisa	3,300		3,300	3,000	-	3,000
A Rocha International	3,300		3,300	3,125	-	3,125
Crosslinks	3,300		3,300	3,000	-	3,000
Interserve, Paul Bendor-Samuels	4,500		4,500	4,500	-	4,500
Interserve, Martin Hickey	2,000		2,000	-	-	-
Operation Mobilisation	3,300		3,300	3,000	-	3,000
Matthew Sellar	7,200		7,200	2,000	-	2000
Pathway	6,000		6,000	6,000	-	6,000
UCCF, Philippa Chambers	3,300		3,300	3,000	-	3,000
UCCF, Anja Lijcklama à Nijeholt	3,000		3,000			
St James Legal Advice Centre	750		750	272		272
Temi Noah	500		500			
WAVE for Change	0		0	1,703	-	1703
Alex Williams	0		0	700		700
Other £1,000 or under	376		376	328	857	1,185
	40,826	0	40,826	30,628	857	31,485
Total Charitable Payments	71,226	3,996	75,222	66,102	6,130	72,232

Accounts

Parish Church of St James with St Matthew

St James's Lane

Muswell Hill

London

N10 3DB

Reg. charity 1134716

**Annual Report and Financial Statements
for the year ended 31 December 2022**

Incumbent:

The Reverend Chris Green

Statutory auditors:

**Lakin Rose Limited
Chartered Accountants
Cambridge CB24 9NL**

Bankers:

**HSBC Bank plc
Muswell Hill
London N10 3RX**

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2022

Pages	Statement	Description
3 - 13	Annual Report	Describes the activities of the PCC and related committees with particular attention to the financial activities of the Parish.
14	Summary of a PCC's Financial Responsibilities	This summarises the financial responsibilities of Parochial Church Councils.
15 - 18	Independent Auditors' Report	Where the auditors give their opinion on these financial statements; in particular, whether they comply with the various accounting rules and regulations applicable to the Parish.
19	Statement of Financial Activities for 2022	This summarises the income and expenditure of the Parish, across all its funds, for the year 2022.
20	Balance Sheet as at 31 December 2022	This sets out the Parish's various assets and liabilities at that date.
21	Cash flow statement for 2022	This summarises the cash flow generated and utilised by various activities during the period.
22 - 26	Notes to the Financial Statements	These provide additional detail on key elements of the Statement of Financial Activities and Balance Sheet.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2022

Background

The PCC of St James with St Matthew has the responsibility, together with the Incumbent, for promoting the whole mission of the Church of England in its local parish. This responsibility covers evangelistic, pastoral, social and ecumenical matters. It also has maintenance responsibilities for the Church building, Parish Centre, Birchwood Centre and the houses occupied by clergy and staff.

The PCC is pleased to present its report for 2022. As a church, we have continued to grow steadily through the year, in person and online, with the addition of a new podcast, and are grateful for new staff members giving us fresh directions and energy. We continue to be thankful for all the many volunteers - and especially to all those who serve in the area of music, as we wait to appoint in that area. We are grateful to God for his abundant provision, not least in the completion of Phase Two of the roof project, and our replacement boiler.

Set out below are a few highlights from the past year, which are expanded in the rest of this report.

Preaching

The first sermon series of the year was about 'Resurrection Hope' from 1 Corinthians 15, followed, in March, by a study of 'I am . . . no longer' (Romans 6: 1 – 14), 'I am . . . now' (Romans 7: 1-6) and 'I am . . . not yet' (Galatians 5: 13 -26.) On 10 April there was an evangelistic service with the title 'Jesus, the Doorway to Life.' For the summer term, preaching at the main 10:30am service focused on Isaiah. There was a Vision and Gift Day on 19 June, and on 10 July we had a visiting preacher, Graham Archer of CPAS. On 11 September, a special service was held to mark the death of Her Majesty, Queen Elizabeth II. The autumn term saw a sermon series from Luke's gospel, and in Advent there was a study, over 4 weeks, about Jesus as 'Wonderful Counsellor, Everlasting Father, Mighty God and Prince of Peace.'

The All-Age Worship services began with a look at God's promises to Abraham. The book of Jonah was the focus for the four weeks in August, and on 4 September there was a special service to celebrate the fun and learning of the holiday club 'Wonder Zone.' On 5 June, there was a Jubilee service, followed by scones and jam! And there was a World Mission Day on 30 October, with a video link from Mark Pickering about his experience with Operation Mobilisation. Finally, the Crib service on 18 December celebrated how God uses ordinary people for his extraordinary plans.

New Year at The Gathering began with a study of the book of Acts, followed by the 'I am' series to match the 10.30 service. On 10th April there was an evangelistic service titled 'Opening the Door to Life.' From April to mid-July the focus was the book of Revelation, and there were then two services looking at 'How to bless your church family' and 'How to bless the world around you.' A series called 'Who is Jesus?' was the feature of August. The autumn term saw a study of Malachi and themes for a 'Good Gathering' such as Learning (Exodus 3: 1-12), Remembering (1 Cor. 11: 17-34) and Sharing (Col 3: 1-17.) The year culminated, on 11 December, with a Contemporary Carol service.

Staff Changes

In January we said a sad farewell to Leona, who had ably served as Church Operations Manager. She was succeeded, in September, by Enoch, who quickly settled in as our new Operations Manager. In the autumn we also welcomed Ellie Lyon as our new Head of Community Ministry. Keisha Marriner, our Ops Intern, finished her year's placement with us at the end of December. We are very grateful to her and Leona for their hard work and dedication and feel blessed to have Enoch and Ellie as part of the team.

Special Events

- Beginning on 11 January, the course 'Hope Explored' ran for three weeks.
- Also in January were five evenings of discussion about 'Living in Love and Faith'.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2022

- We were pleased to hold special services of adult baptism on 30 January and 23 October.
- A group of church family members went on a pilgrimage to the Holy Land, led by Chris Green, from 1 – 8 March.
- There were two 'Men's Breakfasts', one on 14 May with guest speaker Joseph D'Souza of the Dignity Freedom Network, and one on 5 November with guest speaker Glen Scrivener.
- Gerry Rawcliffe led an Eco St James Nature Walk on 22 May around Alexandra Park.
- On 3 July, we enjoyed our Church Family BBQ in the sunshine of the Vicarage Garden.
- 30 September saw a 'Roots of Jazz' concert, when the church was filled with professional jazz music, and we learned about its Christian roots.
- On 26 November there was a Women's Advent breakfast in the Centre, with guest speaker Charlotte Blower, part of the leadership team at Euston church.
- On 27 November, we hosted an annual Memorial service, in conjunction with W N Nodes Funeral Directors.
- The year ended with our Christmas celebrations which included Contemporary and Traditional Carol services, a Midnight Communion on Christmas Eve and our All Age Christmas Day service.

Music Ministry

Our sung worship is an integral part of our services and events at St James. The music team ranges from core instruments, solo instruments, and vocalists. It has been such an encouragement to see the team pull together as one. Particular thanks should go to Graham Wright for his faithful leadership in this.

We continue to pray that God would help us recruit to the Worship Pastor role, in his timing, and we are especially grateful to those band leaders who have generously stepped up and who put together the music for our services each week. You are such a blessing to us all - thank you!

Many people visited the church for our delightful monthly lunchtime concerts, organised by Viv Roberts to whom we are extremely grateful.

We have been delighted to welcome the St James' Choir back, under the enthusiastic leadership of John Rodger. Our thanks to John and the Choir for some wonderful renditions both at our Traditional Carol services and at our Sunday morning Holy Communion services.

Community Ministry

Ellie has made useful connections locally, and is enthusiastically developing the ministries here at St James, which are a lifeline to so many.

- Community Café continued to run during the year, every Tuesday, providing a wonderful time of encouragement and support for everyone who came.
- TeaTime for seniors, led by Gill Brazier, delighted members every Wednesday with delicious teas, quizzes and informal concerts.
- The Muswell Hill Soup Kitchen has adapted its working model but remains a partner and the main beneficiary of our Harvest collection.
- We continued to support 'Operation Christmas Child' by filling shoeboxes for children in war-torn countries around the world.
- Many families in need were blessed with Christmas hampers, organised by the Besom team.

Warm thanks to everyone who has given time, energy, and money to minister to the community in these ways.

WAVE: We're All Valued Equally

My dear brothers and sisters, you are believers in our glorious Lord Jesus Christ. So don't treat some people better than others. James 2:1 ERV

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2022

WAVE's purpose is to enable places where people with and without learning disabilities can enjoy worshipping or socialising together, doing things **with** and **not for** each other.

Over 50 people are regulars at our monthly **Wave Church Muswell Hill** meeting. About one third of them have a learning disability; the rest are family members or friends or simply people who appreciate the warm, informal and inclusive nature of the service. One person recently said, "It feels like being wrapped in a warm blanket – I leave knowing that God really loves me".

Last year our mixed-ability team led a series of services on the theme of 'Jesus meets'. We looked at various biblical characters who met Jesus and thought about how it impacted and changed their lives. We're currently looking at Jesus' teachings from the Sermon on the Mount and its practical implications for us. John Beauchamp (Diocesan Disability Advisor) has become a regular visitor and members appreciate his creative teaching and the communion services he leads for us.

WAVE Church comes under the governance of St James, although it is an ecumenical group and meets at the Methodist Church. We recently welcomed Marion Poojari as part-time WAVE Church Engagement Lead and are very grateful to the St James PCC for supplementing the grant we received for this role. We are also thankful that Temi Noah (Oak Hill student linked to St James) has brought her experience around neurodivergence to the team.

The Challenge Group meets weekly at St James and welcomes parents/carers who have a baby or toddler with additional needs. It's been described as a place of "abundant love and friendship" where everyone is welcome. The team are so grateful for the beautiful flowers given each week by Floral Design House and the delicious homemade cakes baked by members of the congregation.

Both WAVE Church and The Challenge Group are very grateful for the practical and prayerful support they receive from the St James Church leadership and the wider congregation.

WAVE for Change is concentrating on encouraging WAVE-style activities in more communities across London and farther afield and we're delighted to have the support of Bishop Sarah as our patron. We've spoken at conferences and had articles published, all of which is helping to create a network of people who want to see more vibrant mixed-ability worship and social groups in the heart of their communities. In addition to responsibilities for the monthly Muswell Hill service, Marion is seeking opportunities for, and supporting, new WAVE Church groups. It's very encouraging that in the past year new groups have started in Mill Hill and Darlington and a Café Church in St. Neots. We have created Wave in a Box with practical guidelines, resources and ideas to encourage and support these new groups. If you know a church or group who might be interested, please ask them to contact us (hello@waveforchange.org.uk).

As always, we are truly thankful to all the people who make Wave possible – those who support us with practical help, financially and in prayer.

Children's Ministry

This ministry is led by our Head of Children's Ministry Alice Whittaker. She is assisted by a competent team of volunteers whom we are very thankful for. We are blessed that this year has not been disrupted by restrictions which has helped us get into more of a normal routine. This report will provide you with a glimpse into the Children's work this past year.

Children's Ministry Groups:

Promiseland (5-11s) Promiseland is our provision for children who are 5-11 years old. Alice has a team of about ten fabulous leaders. In this group we care about making the kids feel known and loved and teaching the Bible exegetically and creatively. In these sessions, we worship together, listen to one of the team members teach the Bible, play a game, do craft and discuss the passage in small groups. As most of the team serve weekly, they get to know the children really well. There were about 35 children who attended weekly last year.

Promiseland Junior (0-4s) Promiseland Junior is our provision for children who are 0-4 years old. Alice has a team of about twenty wonderful leaders. In this group, we care about making the children feel loved and cared for really well so that they have a positive experience of church at a young age. We believe that God speaks to us through his Word so each week we teach the Bible to the little ones in

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2022

an age-appropriate way. In these sessions we welcome and play with the children, teach the Bible, sing songs together, and do a craft. There were about 25 children who attended weekly last year.

Promiseland Plus Promiseland Plus is our provision for children with additional needs. Helen Watts does a great job leading this ministry. She and her team teach the children the Bible and provide them with activities that help the children learn more about God. The team also helps those with additional needs in the mainstream group.

Bumps and Babies This is our group for parents and carers and their babies. Each week on Wednesday mornings we welcome parents, carers and their babies to our church. The babies have a chance to play, the parents and carers have a chance to chat and we finish each session with some Christian songs and a thought for the day from the Bible. There were about 20 people attending each week last year.

Events:

Michael Tinker Concert On 3rd March 2022 we had a family show called Mission to Dendros. Michael Tinker, a Christian children's song writer and musician came to teach our children the wonderful truth that the whole Bible is about Jesus. The music helped the children appreciate what grace is. Many children from our church attended as well as those from other churches nearby. We had about 45 children attend this show.

Wonder Zone Holiday Club On 31st August to 2nd September we had a holiday club for the 5-11s. The children learnt about who God is and how exploring science and following him can go hand in hand. They also discovered the wonders of the world and how the God behind all of it wants to get to know them too. We had about 50 children attend this club, and some families joined our church family following it. This was ably supported by a team of volunteers from across the church family.

Light Party

On 31st October we had a Light Party for our 4-11s. There was teaching on Daniel and the Lion's Den (Daniel 6:1-28). The children enjoyed food, experiments, craft and games. About 25 children attended. A special thanks to Julia Rank and Lisa Murthen for helping make this happen.

Crib Service

The week before Christmas, we had a Crib Service for families. Many children took part in this service in various ways. Many visitors came along to this service and heard the good news about Jesus. This has been a wonderful year serving the Lord alongside the fabulous kids' team.

Youth Ministry

St James Youth seeks to partner with parents to make young disciples. That is us in a nutshell and it flavours everything we do. God has been so kind to us this past year, even with the changing times we're living in. Young people have been built up in following Jesus. Numbers have stabilised over the year and grown in the younger years.

We have been constantly reshaping our groups and structures to continue fulfilling our vision and to better serve families and young people, including focusing on refining each of our regular groups to make them the best they can possibly be. We have made a few changes in how they run, the structure they follow, and content taught.

Alongside this, a few big events form parts of our discipleship goal. The Big Weekend 2023 saw over 120 young people and leaders delve into the theme of God's sovereignty and its impact on everyday life today. Numerous young people took huge strides in their faith.

Together with St James Kids, the Equip conference ran for its sixth year, reaching around one hundred Youth and Children's workers from other UK churches. This is a great training day for our teams but also acts as a huge blessing to the churches who brought their teams along. It has been such a blessing to have Anya on the team as Youth Minister for four years now to work alongside Dave. This year we have not had a Ministry Intern placed in Youth Ministry.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2022

Even though recruitment has been tough over the past year, we are so grateful to God for an incredible team of leaders he has provided us with. We have high expectations for our teams, who commit to training, praying, and serving within groups. This means we have a good core team who can disciple young people within our small group structure. With London being so transient, we are constantly recruiting new team members to fulfil our goal of having a leader to young person ratio of 1:3 – a ratio that is hard to hit, but important for this deeply relational ministry. Please do pray for our ongoing recruitment.

For 2023, we are keen to focus on partnering with parents - a core part of our vision. We have held several parenting lunches in the past, where families can share lunch together, followed by provision of childcare and teaching and discussion for parents and carers. This has been a huge blessing to families within the church and is something we would ideally like to continue this year, with Parenting God's Way being held once per term.

We are also seeking to prioritise growing disciple-making disciples. The young people are the ones in the schools who have the contacts and know the culture best. They are the best way of us reaching out. Big events are great, and will certainly play a part, but the steady long-term training of young people to be fearless followers of Jesus in reaching their friends for him will be our focus.

As the scriptures say, 'Unless God builds his house, the workers labour in vain'. Please join with us in praying for God to work in the hearts of our young people. Praise him too for all his goodness to us over the past year.

Support Team

Throughout the year the Support Team continued to offer the best support possible across all ministry areas. In 2022, there were 358 on the electoral roll. Our DBS Administrator, Jean Airey, supervised the administration of 24 DBS checks: 19 for those working with children, 3 for those working with adults and 2 for both.

During 2022 there were 3 weddings, 5 infant baptisms, 2 adult baptisms and 6 funerals. The team continued to administer bookings at the Birchwood Centre, where there were four regular weekly bookings. The income from regular and one-off bookings (including the receipts from the Preschool) came to a total of £38,820. Income from bookings for St James Church (not including weddings) was £4,192.

St James Primary School

2022 was another encouraging year for our church Primary School. At the start of the current academic year Annie Moore took over as the new Head of School after Jessica Williams was appointed Head teacher at a school in Hackney. Annie was previously Assistant Head and her appointment provides continuity.

In May 2022, we finally had our long-awaited Ofsted inspection, and the school was rated Good. Overall teachers and parents felt that this was a fair assessment, and the school looks forward to the year ahead. The school and the church continue to enjoy a positive relationship with weekly assemblies taken by church staff in addition to visits by the school to St James Church at Harvest, Christmas, Easter and the end of the school year.

Evangelism

This year saw the introduction of a new evangelistic course, Hope Explored, which was our first in-person course since the COVID-19 pandemic. Unlike Alpha or Christianity Explored, Hope Explored runs across only three sessions. We have run it twice this year with groups, but the flexibility has meant Mark could also lead it with individuals. He has been encouraged by those who attended, and has seen signs of real spiritual growth as a result.

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The Saturday morning Book Table is now a fixture on the St James Square, opposite the church. Richard Fowler and Nicholas Durden pioneered this work and this year have been joined by a few others. Matt Sellar, a member of The Gathering, in particular, has added some youthfulness and insight from his part time role working with Open Air Campaigners.

Pastorates

Pastorates and other small groups continue to be central to our life at St James - excluding Focus, we have around 20. They are mostly in-person, and Chris has been working hard to fold new members into the existing groups, as well as starting a new pastorate before Christmas. It might be a good plan to start another new one, in the autumn, for the new members. Pastorates are going to strengthen or start links with World Mission partners, so that each group has a live connection.

EcoStJames – Caring for God's Creation

EcoStJames is an initiative in its second year at St James. It aims to help us better understand and fulfil our responsibilities toward creation care, both individually and as a church community.

This year we have used the EcoChurch survey to assess where we are against five key areas: Worship & Teaching, Buildings, Land, Community Engagement, and Lifestyle. As a result, we have been awarded a bronze EcoChurch award. We've always said that our reason for using the EcoChurch resources is to identify those areas where we can improve in creation care. It is therefore great to have achieved the EcoChurch bronze status, but is more important that it has helped us consider where to focus next.

The EcoChurch materials also recommend churches carry out a carbon footprint assessment, and to encourage individuals to do so too. In 2022 we therefore planned the January launch of the Carbon Footprint Challenge at St James - asking our community to take 15 minutes before Easter to find out what their carbon footprint is. We have also committed, as the EcoStJames group, to carry out a carbon footprint assessment for St James church during this time.

We have continued to engage with the community here at St James through our services (most notably at Harvest), the toilet twinning initiative in the church building, organising nature walks to celebrate God's creation in the local area, introducing a notice board capturing key information and upcoming events, and with the regular "Eco Green Tip" item in the weekly church family news.

If you'd like to be involved in the EcoStJames team and help plan future events and initiatives, then we would love to have you join. Please do get in touch with one of the team.

EcoStJames brief: The PCC acknowledges the Church's responsibility of Creation Care and commits to acting this out in all areas of life of St James. As a practical first step the PCC endorses St James embarking on the EcoChurch pathway, and tasks the St James EcoChurch Group with investigating ways in which we as a church family can progress on this journey.

EcoStJames Taskforce: Jean Airey, Enoch Cheng, Patrick Haines, Anne Rawcliffe, Gerry Rawcliffe, Beth Stone, Hannah Stone, Graham Wright.

Deanery Synod Report

The Deanery Synod met twice in 2022 and both meetings were inspiring. In May, there was a presentation about the London Diocese: Compassionate Communities. Its aim was promoting contextual safety and interrupting senior youth violence. This included mentoring opportunities to focus on Transforming Lives for Good, with intervention at primary school age with transition to secondary, and offered training to any church.

In October the focus was about mission and racial justice. There are a number of vacancies for governors and trustees in church schools and academies in the Haringey Deanery - so please contact Chris Green if you could offer support in one of these. Schools are unique places where the church and

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local community intersect and the aim is to preserve and develop the distinctive Christian identity of our schools. This is a valuable and stimulating forum and new members are welcome.

Church Leadership and Oversight

PCC

<i>Incumbent:</i>	Revd Chris Green (Vicar)
<i>Other ministers:</i>	Revd Mark Murthen (Associate Vicar)
<i>Wardens:</i>	Debbie Wright Ian Roberts (stood down April 2022) Paul Mercer (elected April 2022).
<i>Other representatives on the Deanery Synod (in addition to the Wardens):</i>	
Ajay Gohil Caroline Streets-Law David Williams Gillian Dunkeld Gina Titheridge	
<i>Other members, all elected unless otherwise indicated:</i>	
Andrea Bleakley Helen Watts Jo Hutchinson Jonathan Stone - Honorary Treasurer Lydia Bartlett Michael Dufour Nigel Young - elected April 2022 Richard Brueton	Steve Sexauer Carolyn Ritchie (Safeguarding Officer, ex-officio) Gabrielle Moris (Secretary) Patrick Haines - stood down April 2022 May Mak - stood down April 2022

PCC Sub-Committees

The PCC operates through a number of sub-committees, which meet between full meetings of the PCC. These sub-committees comprised the following people since the Annual Parochial Church Meeting ("APCM") in April 2022 (see the 2021 Annual Report and Financial Statements for sub-committee membership up to that date):

Standing Committee

This committee has responsibility to transact the necessary business of the PCC between its meetings, subject to any directions given by the Council. It comprised Chris Green (Chair), Mark Murthen, Ian Roberts (Churchwarden) – stood down April 2022, Paul Mercer (Churchwarden) – elected April 2022, Debbie Wright (Churchwarden), Jonathan Stone (Hon Treasurer) and Andrea Bleakley.

Finance Committee

This committee oversees the financial affairs of the parish, by monitoring income and expenditure, cash flow, budgeting, accounting, and setting the fund-raising targets for the parish. Its members comprised John Waters (Chair), Jonathan Stone, Jonathan Thornton, Gina Titheridge, Tim Bartlett and Alison Tyndall, with the new election of Graham Wright.

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Buildings Committee

The Buildings Committee is responsible for maintaining the Parish church building and all its associated buildings, including staff housing. Its members comprised Chris Law (Chair), Gill Brazier, Ian Roberts (Vice Chair), Louise Spalding, James Lea and Nigel Young.

World Mission Group

The World Mission Group is responsible for developing mission links outside the parish, and the distribution of the bulk of the funds set aside for mission giving (10% of the parish's unrestricted donation income is designated for mission giving.) Its members comprised Stephen Booth (Chair), Chris Green, Richard Bird, Deborah Kiwanuka, Gina Titheridge, Esther Sharma, Steve Sexauer and Nicholas Durden, with the new election of Virginia Knox.

PCC Activity in 2022

The PCC met in January, March, May, July, September and November. At the Annual Meeting (APCM) in April 2022, it approved the 2021 Annual Report and Financial Statements, and the Financial Budget for 2022. At each meeting, the PCC spent time looking at the Bible, praying and conducting normal business including updates on buildings work, World Mission Group and finance, as well as safeguarding, data protection and ecological concerns. The PCC, Pastorate leaders and staff Heads of Ministry met for a productive Away Day led by Mat Ineson from CPAS. We considered Church life in the aftermath of the Covid restrictions and identified prayer, evangelism and community ministry as the three main priorities for our activity in the year ahead.

Our Patrons, the Diocese of London and Common Fund

We continue to enjoy an open and productive relationship with the Patrons of the Church, The Bishop of Edmonton, and the Church Pastoral Aid Society. The Common Fund we pay to the Diocese of London fully covers the direct costs of employing our Vicar, and in addition contributes to other costs of the Diocese of London. Our contribution to the Common Fund in 2022 was £85,200.

Finance

2022 saw continued generous support from the church members. The church has had a sustainable underlying financial result for the year: whilst there is a deficit for the year of £113,000, this is after a significant but one-off expenditure of £130,000 on the church roof: excluding this one-off expenditure there would have been a small surplus.

As at 31 December the church has net assets of £1.3m and over £300,000 in cash & short-term investments. The Finance Committee of St James continues to review the financial structure of the church.

Buildings Committee

The Buildings Committee met regularly during the year. As at 31 December 2022, membership consisted of Chris Law (Chair), Ian Roberts (Vice Chair), Gill Brazier, Louise Spalding and Nigel Young. In December, James Lea stood down from the Buildings Committee, with thanks for the enormous contribution he had made to the maintenance and upkeep of the Church and other buildings during his many years of service. Ruth Greenwood was also welcomed as a new member elect to the Buildings Committee.

There were two major items in 2022. One was the next phase of the 'Raising the Roof' project (known as Phase 2A), namely to re-roof the north aisle (and the west facing side chapel roof) in line with the quinquennial inspections. We continued with the same valuable and committed team of client lead (Gill Brazier), Architect (Ablett Architects) and contractor (Ashford and Cranbrook) to carry out these works efficiently and effectively. Work started in April and Phase 2A was successfully completed in October (subject only to the usual 6-month retention period that expires on 12 April 2023). The nett cost of Phase 2A is approximately £121,360 (including additional stone works and window repairs) and is covered by

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Year ended 31 December 2022

the available roof funds and the Ruth Luka legacy, with the balance (approximately £17,130) to come out of general reserves.

The other was the replacement of the main church boilers. This involved replacement of the existing boilers and flue with new fan assisted condensing boilers and associated equipment, involving the removal of the existing boilers and flue (including asbestos clad piping) and installation of new modern, fully modulating, fan assisted condensing boilers and related works, including new pumps and boiler controls, a plate heat exchanger, heating feed and expansion tanks installed in the existing boiler room and replacement of the gas meter housing. The new boilers have external flues routed through the eastern wall of the boiler room and rising to above head height opposite the back door of the church offices and a small external temperature sensor on the north wall of the side chapel by the corner buttress above the bins in the vicarage car park. The total nett cost is about £52,700, funded from general reserves.

Other notable works during the year (funded from the Buildings Committee budget) were:

1. Re-directing the flower kitchen drainage and repairing/replacing the collapsed part of the main foul sewer pipe from the Church Centre.
2. External decoration of the southwest elevation of the Birchwood Centre overlooking the Lower Flat garden and replacing the boiler in the Lower Flat;
3. Refurbishment of 67 St James Lane, involving the replacement of windows in the rear bedroom and bathroom, installation of an additional fan in the bathroom, smoke detectors and new heat alarm and the redecoration of the property throughout, including repairs to skirting boards and cupboards. A large Eucalyptus tree in the rear garden was removed and the front elevation redecorated.

In addition to general maintenance of the Church buildings and the Birchwood Centre, St. James has a number of residential properties which require maintenance and updates to make sure they are suitable for our staff. This includes regular maintenance of boilers and lightning conductors, undertaking gas and electrical appliance tests and fire assessments, electrical certification, gutter cleaning, and general repairs.

Our thanks go to the members of the Buildings Committee for their time, experience, and expertise as well as to Anand Achuthan, Enoch Cheng and the other members of the operations team for their hard work throughout the year, keeping the church buildings and Birchwood Centre functioning and to the gardening team (ably led by Caroline Streets) for keeping the grounds looking so attractive.

Church Garden

Under the gentle guidance of Caroline Streets-Law and Viv Roberts, the gardening team worked tirelessly to keep the Easter garden and the beds around church looking beautiful. The small, but committed team who are a cheerful, hard-working group met most months of the year, in all weathers. The team also re-planted the East border, chapel side, after the roof works finished and the scaffolding came down; they made an appeal, had extra support and managed to plant the whole border in a morning! Our thanks, too, to members of the Flower Team who took time and care to decorate the church for major festivals and events.

World Mission Group

In 2022 the World Mission Group (WMG) distributed over £64,000 to Mission Partners. This was a slightly lower amount than planned, with £6,500 for visits to overseas Mission Partners and other contingencies remaining unspent at year end.

The PCC allocates 10% of unrestricted giving received each year to the charitable giving fund, which the WMG is tasked with distributing. In 2022 the WMG distributed all the funds that it received. The WMG is mindful of the balance in the Charitable Giving Fund and has over-distributed in recent years, but is also unable to fund new Mission Partners without having this reserve at its disposal.

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Year ended 31 December 2022

Two exceptional payments were made to Tearfund to assist with aid work in Afghanistan (£6,000) and Ukraine (£4,000). The maximum amount distributed to individual Mission Partners (or related recipients in combination) in 2022 was £7,500, with 4 long term Mission Partners receiving at least £6,000 (Jane Ingle with Wycliffe, Emmanuel Church in New York, Michael & Emma Kenyon in Cambodia, Pathway). Large organisations we support tend to get half this amount, with A Rocha, Crosslinks and OM all receiving £3,000 each.

New recipients in 2022 were Matt Sellar, who is training in street evangelism with OAC Ministries, and a small donation to Alex Williams towards the cost of an overseas mission trip as part of his studies at Oak Hill. We are committed to increasing the number of the World Mission partners, grown from within St James, and are happy to report that the post Covid pipeline is starting to flow well.

Safeguarding

The PCC adopted the 2022 Parish Safeguarding Policy Statement and the Safeguarding Audit and Action Plan in May. The outstanding action was completed in January 2022. There were no serious Safeguarding incidents in 2022 that needed to be notified to the Charity Commission.

Significant changes in Safeguarding processes during 2022 followed the introduction of the Safer Recruitment and People Management Guidance (2021) and the Learning and Development Framework (2021).

The new Safer Recruitment and People Management Guidance revises and extends the processes for recruiting and managing staff and volunteers. An example of a change is that DBS checks must be renewed every three years (rather than five). St James has made progress on the implementing the Guidance but has further work to do in 2023 to become fully compliant.

The new Learning and Development Framework reflects a change of focus in the Church, from not just ensuring that Safeguarding processes are understood but also engaging people's beliefs and values. The aim is for Safeguarding to become integral to the very DNA of the Church, with good safeguarding behaviours flowing naturally and intuitively. The Framework extends the roles that must complete Safeguarding training. Two new courses were introduced and are required for certain roles: Safer Recruitment and People Management, and Raising Awareness of Domestic Abuse. St James made good progress in implementing the new requirements during 2022.

During the summer, the London Diocese launched an online Parish Dashboard which tracks Safeguarding compliance. It produces Action Summaries which are tabled at PCC meetings, so that the PCC is kept aware of progress and outstanding actions.

Governance, Internal Control, and Risk Management

It is through the various committees and sub-committees that the PCC has addressed the key operational and financial control requirements of the Parish. St James is subject to the full accounting and auditing requirements established by UK law and practice. In addition, the PCC and staff team have addressed some of the non-financial risks associated with the activities of the church, such as Child Protection policy and the health and safety of its employees, members, visitors and contractors. They have established appropriate risk management policies and procedures, including where necessary, appropriate insurance cover.

The PCC is grateful for the considerable efforts of volunteers for its successful operation. Without that help, the church would not be able to carry out its many and varied ministries and neither would we as individuals have opportunity to serve our Lord God as He would have us.

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2022

Auditors

Lakin Rose Limited acted as auditors during the year. A resolution for their re-appointment will be put forward at the 2023 APCM, as required by law.

On behalf of the PCC

A handwritten signature in black ink, appearing to read 'C Green', written in a cursive style.

Revd Chris Green (Vicar)
11 April 2023

Parish Church of St James with St Matthew, Muswell Hill
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Summary of a Parochial Church Council's Financial Responsibilities:

1.	The PCC shall prepare accounts of the ecclesiastical parish and be accountable in particular to all whose names are on the electoral roll (<i>Church Accounting Regulations 2006</i>).
2.	Every PCC shall furnish to the Annual Parochial Church Meeting the audited accounts of the council for the years ending 31 December immediately preceding the meeting and an audited statement of the funds and property, if any, remaining at that date (<i>Parochial Church Councils (Powers) Measure 1956</i>).
3.	The charity trustees (<i>for which read PCC</i>) shall ensure that accounting records are kept in respect of the charity which is sufficient to show and explain all the charity's transactions (<i>Charities Act 2011, Part VIII Charity Accounts, Reports and Returns, Section 130 Accounting records</i>).

**INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2022**

Opinion

We have audited the financial statements of Parish Church of St James with St Matthew (the 'charity') for the year ended 31 December 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the PCC members' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the PCC members with respect to going concern are described in the relevant sections of this report.

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2022

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the PCC members' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of PCC members

As explained more fully in the PCC members' responsibilities statement, the PCC members are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the PCC members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the PCC members are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the PCC members either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2022

**INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the sector, control environment and charity performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations.
- the matters discussed among the audit engagement team and involving relevant internal specialists regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in relation to revenue recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. We identified no such laws and regulations applicable to the charity.

Audit response to risks identified

As a result of performing the above, we identified revenue recognition as a key audit risk related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance;
- obtained an understanding of provisions and held discussions with management to understand the basis of recognition or non-recognition of provisions; and

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2022

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members including internal specialists, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of our report

This report is made solely to the PCC members, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the PCC members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the PCC members, as a body, for our audit work, for this report, or for the opinions we have formed.

Lakin Rose Limited

Lakin Rose Limited

Chartered Accountants
Statutory Auditors

Vision Park
Histon
Cambridge
CB24 9NL

Date: 18 April 2023

Parish Church of St James with St Matthew, Muswell Hill
Statement of Financial activities for the year ended 31 December 2022

		UNRESTRICTED				RESTRICTED	TOTAL	
		General Fund	Capital Fund	Charitable Giving	Property Fund	Total	Special Collection Fund	As restated 2021
		£	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM								
Donations	Note 2(a)	582,197	-	-	-	582,197	58,199	640,396
Legacies	Note 2(b)	-	-	-	-	-	-	1,027
Other trading activities	Note 2(c)	74,912	-	-	-	74,912	-	54,425
Other	Note 2(d)	28,698	-	-	-	28,698	-	15,391
TOTAL		685,807	-	-	-	685,807	58,199	744,006
EXPENDITURE ON:								
CHARITABLE ACTIVITIES								
Grants	Note 3(a)	-	-	66,102	-	66,102	6,130	59,590
Activities directly relating to the work of St James	Note 3(b)	470,416	-	-	26,036	496,452	161,684	546,524
Church management and administration	Note 3(c)	118,652	-	-	-	118,652	-	103,898
Governance costs	Note 3(d)	8,400	-	-	-	8,400	-	4,500
TOTAL		597,468	-	66,102	26,036	689,606	167,814	714,512
NET INCOME/ (EXPENDITURE)								
Transfers between funds:		88,339	-	(66,102)	(26,036)	(3,799)	(109,615)	49,489
To the Special Collection Fund, General Fund	Note 9	2,564	(78,255)	-	-	(75,691)	75,691	-
To the Charitable Giving Fund	Note 9	(58,220)	-	58,220	-	-	-	-
NET MOVEMENT OF FUNDS		32,683	(78,255)	(7,882)	(26,036)	(79,490)	(33,924)	49,489
RECONCILIATION OF FUNDS								
TOTAL FUNDS BROUGHT FORWARD		241,267	78,255	53,716	983,239	1,356,477	56,012	1,363,000
TOTAL FUNDS CARRIED FORWARD		273,950	-	45,834	957,203	1,276,987	22,088	1,412,489

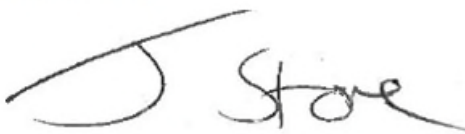
Parish Church of St James with St Matthew, Muswell Hill
Balance sheet as at 31 December 2022

	Note	2022			2021		
		Property Fund	Other Funds	Total Funds	Property Fund	Other Funds	Total Funds
		£	£	£	£	£	£
FIXED ASSETS							
Tangible fixed assets	5	1,019,078	93,276	1,112,354	1,045,114	46,408	1,091,522
CURRENT ASSETS							
Debtors	6	-	30,814	30,814	-	12,161	12,161
Cash at bank and in hand	7	-	305,424	305,424	-	418,301	418,301
		-	336,238	336,238	-	430,462	430,462
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR							
	8	(61,875)	(87,642)	(149,517)	(61,875)	(47,620)	(109,495)
NET CURRENT ASSETS							
		(61,875)	248,596	186,721	(61,875)	382,842	320,967
NET ASSETS							
		957,203	341,872	1,299,075	983,239	429,250	1,412,489
FUNDS							
Unrestricted		957,203	319,784	1,276,987	983,239	373,238	1,356,477
Restricted	9	-	22,088	22,088	-	56,012	56,012
		957,203	341,872	1,299,075	983,239	429,250	1,412,489

Approved by the PCC on 11 April 2023, and signed on its behalf by:



Revd Chris Green (Chair)



Jonathan Stone (Honorary Treasurer)

The notes on pages 21 to 26 form part of these financial statements.

Parish Church of St James with St Matthew, Muswell Hill
2022 Cash flow statement

Statement of cash flows

Table 1

	2022	2021	Note
	£	£	
Cash flows from operating activities:			
<i>Net Cash provided by (used in) operating activities</i>	(83,048)	174,339	(Table 2 below)
Cash flows from investing activities:			
Dividends, interest and rents from investments	30,760	23,934	
Proceeds from the sale of property, plant and equipment	-	-	
Purchase of property, plant and equipment	(60,589)	(42,852)	
Proceeds from sale of investments	-	-	
Purchase of investments	-	-	
<i>Net Cash provided by (used in) investing activities</i>	(29,829)	(18,918)	
Cash flows from financing activities:			
Repayments of borrowing	-	-	
Cash inflows from new borrowing	-	-	
Receipt of endowment	-	-	
<i>Net cash provided by (used in) financing activities</i>	-	-	
Change in cash and cash equivalents in the reporting period	(112,877)	155,421	
Cash and cash equivalents at the beginning of the reporting period	418,301	262,880	(Table 3 below)
Cash and cash equivalents due to exchange rate movements	-	-	
Cash and cash equivalents at the end of the reporting period	305,424	418,301	(Table 3 below)

Reconciliation of net movement to net cash flows from operating activities

Table 2

	2022	2021
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	(113,414)	49,489
Adjustment for:		
Depreciation charges	39,757	48,865
Dividends, interest and rents from investments	(30,760)	(23,934)
Loss/(profit) on the sale of fixed assets	-	-
(Increase)/decrease in stocks	-	-
(Increase)/decrease in debtors	(18,653)	75,464
Increase/(decrease) in creditors	40,022	24,455
Net cash provided by (used in) operating activities	(83,048)	174,339

Analysis of cash and cash equivalents

Table 3

	2022	2021
	£	£
Cash in hand	220,267	342,496
Notice deposits (less than 3 months)	85,157	75,805
Overdraft facility repayable on demand	-	-
Total cash and cash equivalents	305,424	418,301

Parish Church of St James with St Matthew, Muswell Hill

Notes to the 2022 Financial Statements

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities SORP (FRS 102)" effective 01 January 2019. They have been prepared under the historical cost convention. The Parish Church of St James with St Matthew meets the definition of a public benefit entity under FRS102.

Fund accounting

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

The accounts include all transactions, assets and liabilities for 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.

Incoming resources

Voluntary income and capital sources

Collections and Planned giving (donations) are recognised when received by or on behalf of the PCC. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Income from investments and other income

Interest entitlements (including any tax recoverable thereon) are accounted for as they accrue. Rental income from the letting of the church premises or related property is recognised when the rental is due.

Resources used

Grants and donations

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Common Fund is accounted for when payable. Any amount unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets

Consecrated and inalienable land and buildings, movable church furnishings

Consecrated and beneficed property is excluded from the accounts as per the Charities Act 2011. In the case of this Parish, the properties excluded by this section are the Church, the Parish Centre, and the land surrounding both these buildings and the Vicarage.

The Birchwood Memorial Hall is the subject of a separate trust dating back to the early 1900s, held by a Diocesan body on behalf of the PCC. As no reliable cost information is available, and conventional valuation methods lack sufficient reliability and would involve cost which far outweigh the benefit that such a valuation could provide in the circumstances, no valuation is provided for this property in these financial statements.

The costs of maintaining and using this property are treated as expenses of the General Fund, and expensed or capitalised (as relevant) as incurred.

No value is placed on movable church furnishings held by the Church Wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Staff housing and other property

Freehold or leasehold property required to be accounted for by the PCC are included in these financial statements at (i) market values estimated in 1998 or (ii) for those properties bought subsequently, at cost. The value of property held at the time was reviewed in 2000 and considered by the PCC to continue to be appropriate valuations for the purposes of these financial statements. Maintenance expenditure is written off as incurred.

Land and buildings are not revalued upwards unless there are exceptional reasons for so doing. This is because, in the PCC's view the cost and effort of obtaining appropriate valuations outweigh the presentational and other benefits of formally revaluing such properties.

Any permanent diminution in the value of these properties, as evidenced by formal or informal valuations drawn up by or on behalf of the PCC, below that at which these properties are recognised in these financial statements, however, would be appropriately provided for.

Depreciation has been provided on these properties based upon an expected useful life of 50 years.

Other fixtures, fittings and office equipment

Equipment purchased and used within Parish premises is depreciated on a straight-line basis over 5 or 10 years, based on estimated useful life. Individual items of equipment with a purchase price of £1,000 (excluding VAT) or less are written off when the asset is acquired.

Current assets

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

Short-term deposits include cash held either with the Central Board of Finance, Church of England Funds or at the bank.

Taxation

As a charity, the Parish of St James with St Matthew, Muswell Hill is exempt from tax on income and gains falling within sections 521-536 of the Income Tax Act 2007 to the extent that these are applied to its charitable objectives. No tax charges have arisen in either the current or preceding year.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2022 Financial Statements

2 INCOME AND ENDOWMENTS FROM:

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2022	2021
	£	£	£	£
2(a) Incoming resources from donors				
Planned giving:				
Gift Aid donations	405,733	4,262	409,995	470,587
Income tax recoverable on Gift Aid donations	101,871	1,065	102,936	117,922
Other planned giving	56,376	1,540	57,916	55,375
Service Collections	3,853	2,361	6,214	850
Other donations	14,364	48,971	63,335	48,424
	<u>582,197</u>	<u>58,199</u>	<u>640,396</u>	<u>693,158</u>
2(b) Other voluntary incoming resources				
Legacies	-	-	-	1,027
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,027</u>
2(c) Income from operating activities to further the PCC's objectives				
Birchwood Hall lettings & Church Hire income	43,013	-	43,013	29,078
Rental	30,175	-	30,175	23,400
Service fees	1,724	-	1,724	1,947
	<u>74,912</u>	<u>-</u>	<u>74,912</u>	<u>54,425</u>
2(d) Other ordinary incoming resources				
Interest income	585	-	585	534
Other income	28,113	-	28,113	14,857
	<u>28,698</u>	<u>-</u>	<u>28,698</u>	<u>15,391</u>
TOTAL INCOMING RESOURCES	<u>685,807</u>	<u>58,199</u>	<u>744,006</u>	<u>764,001</u>

2(d) - Other Income in 2022 (2021) comprised mainly of Contribution from Christianity Explored for staff time £9,636 (£5,040), Employment Allowance £5,000 (£4,000), Bookshop sales income £3,572 (£1,801), Income from Ministry activities £3,477 (£2,220).

**3 EXPENDITURE ON:
 CHARITABLE ACTIVITIES**

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2022	As restated 2021
	£	£	£	£
3(a) Grants				
Missionary and charitable giving (see 10 below):				
Overseas Church and Charities	35,474	5,273	40,747	34,060
UK missions and societies	30,628	857	31,485	25,530
	<u>66,102</u>	<u>6,130</u>	<u>72,232</u>	<u>59,590</u>
3(b) Activities directly relating to the work of the Church				
Diocesan Common Fund	85,200	-	85,200	85,200
Staff and ministry costs	206,409	-	206,409	233,586
Church property expenses	197,696	130,436	328,132	211,427
Costs of services	7,147	-	7,147	6,007
Other activities	-	31,248	31,248	10,304
	<u>496,452</u>	<u>161,684</u>	<u>658,136</u>	<u>546,524</u>
3(c) Church management and administration				
Office expenditure	30,816	-	30,816	35,627
Staff and lay assistance costs	87,390	-	87,390	68,122
Bank charges	446	-	446	149
	<u>118,652</u>	<u>-</u>	<u>118,652</u>	<u>103,898</u>
3(d) Governance Costs				
Audit fees	8,400	-	8,400	4,500
TOTAL RESOURCES USED	<u>689,606</u>	<u>167,814</u>	<u>857,420</u>	<u>714,512</u>

3(b) - Church property expenses (Restricted) represents the expenses related to the 'Raising the Roof' Project Phase 2A.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2022 Financial Statements

4 STAFF AND RELATED COSTS

The Diocesan Common Fund payment covers the salary and pension costs for one of St James's clergy. The salary, pension, housing and other employment related costs for the other clergy and those employed staff are as follows:

	2022	2021
	£	£
Wages and salaries (including expense reimbursements, training, etc)	241,404	256,331
Social security costs	14,668	11,390
Pension costs	5,401	5,074
Housing costs (including repairs and maintenance)	76,301	66,075
	<u>337,774</u>	<u>338,870</u>

Excluding the clergy posts, the average number of other employees working over 16 hours per week (measured from 1 September in each year when contracts normally commence), analysed by function, was:

	No.	No.
Activities directly relating to the work of the Church	7	6
Church management and administration	3	2
	<u>10</u>	<u>8</u>

Of those employees, none earned more than £60,000 in the year.

Transactions with PCC members and related parties:

Employees are appointed on merit and are paid salaries commensurate with responsibilities on scales after due review by designated members of the PCC.

No elected members of the PCC were also employees concurrently during 2022. No salary was paid to PCC members who were also employees concurrently, for 2021.

The following transactions were undertaken with PCC members or related parties, all figures are inclusive of VAT if applicable:

- The clergy members of the PCC were provided allowances to assist with payment of utility bills, cleaning, gardening bills etc. The amounts for 2022/2021 are as follows: Chris Green - £5,996/ £4,407; Mark Murthen - £2,496/ £1,611.

The PCC members receive no remuneration except as outlined above

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2022 Financial Statements

5 FIXED ASSETS FOR USE BY THE PCC

	Land and buildings Freehold £	Leasehold £	Plant and equipment £	Motor vehicles £	Total £
<i>Tangible fixed assets</i>					
Gross book value					
At 1 January 2022	506,930	794,887	217,063	-	1,518,880
Additions	-	-	60,589	-	60,589
Disposals	-	-	-	-	-
At 31 December 2022	506,930	794,887	277,652	-	1,579,469
Depreciation					
At 1 January 2022	148,295	108,408	170,655	-	427,358
Charge for year	10,138	15,898	13,721	-	39,757
Disposals	-	-	-	-	-
At 31 December 2022	158,433	124,306	184,376	-	467,115
Net book value					
At 31 December 2021	358,635	686,479	46,408	-	1,091,522
At 31 December 2022	348,497	670,581	93,276	-	1,112,354

As at 31 December 2022 the freehold land and buildings include staff housing and the church Children's room (the Jimmy Peppiatt room).

The leasehold land and buildings comprised the staff housing at 176B Muswell Hill Road. In 2017, the PCC acquired 14 Woodside Mansions, Muswell Hill, N10 3NY, a 3-bedroom flat for £680,000. The purchase was enabled by an equity loan of £61,875 from a church member.

6 DEBTORS

	2022 £	2021 £
Income tax recoverable	8,168	7,776
Prepayments and accrued income	21,471	2,188
Property, equipment and deposits	1,175	2,197
	30,814	12,161

7 CASH BALANCES

	2022 £	2021 £
Held by General Fund	237,502	230,318
Held by Capital Fund	-	78,255
Held by Special Collections	22,088	56,012
Held by Charitable Giving	45,834	53,716
	305,424	418,301

8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Accruals and deferred income	8,246	9,461
Other creditors	79,396	38,159
Loan - Property Fund	61,875	61,875
	149,517	109,495

As at 31 December 2022, the current liabilities included the equity loan of £61,875 from a church member, for the purchase of 14 Woodside Mansions, Muswell Hill (see Note 5). The equity loan is interest free and unsecured.

The repayment sum will be based on multiplying the sale proceeds or market value with the 'relevant percentage'. The relevant percentage which reflects the proportion of equity loan value to purchase price has been agreed as 9% of £687,500 (inclusive of the estimated cost, at the time of purchase (2017) of major repairs, which was completed by the freeholder in 2018).

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2022 Financial Statements

9 FUND DETAILS

The **unrestricted funds** in use in 2022 comprised the General Revenue Fund, into which the majority of the Parish's income is placed, the Charitable Giving, the Capital Fund and the Property Fund to which funds are designated from the General Revenue Fund by the PCC.

The Charitable Giving Fund which is paid away to missions and charities both in the UK and overseas (see note 3 above and 10 below is funded by transferring 10% of the unrestricted donated income from the General Fund (see Note 2 (a)).

The Capital Fund is used to set aside funds which are earmarked for specific capital projects, such as significant church building fabric repair, major equipment purchase and refurbishment to enhance the buildings at St James.

The Property Fund comprises the assets used for staff accommodation plus any surplus on previous disposals of such property. Amounts otherwise not invested in property are lent to the General Fund on an interest free basis. As at end 2022 the fund balance represents the net assets total referred to in the Balance sheet after netting the 'Equity loan' raised for the purchase of 14 Woodside Mansions, in 2017. Given that this fund is normally fully invested in staff accommodation, it is presented separately from other funds in the balance sheet of St James.

The **restricted funds** comprised the Special Collections Fund. Funds donated for specific purposes or projects as specified by the donor are allocated to the Special Collections Fund. In addition it includes the Vicars Discretionary Fund, the Roof Fund, the Legal Fund, the Winter Night Shelter Fund.

With the exception of the Property Fund, the assets and liabilities of each of these funds are not separately distinguished.

10 GRANTS

	2022			As restated 2021		
	£		Total	£		Total
	Unrestricted	Restricted (Special Collections)		Unrestricted	Restricted (Special Collections)	
Overseas Church and charities						
Cambodia, Stewardship - Emma & Michael Kenyon	7,474	3,605	11,079	6,701	5059	11760
Cameroon, Wycliffe Translators - Jane Ingle	6,500	164	6,664	6,500	260	6760
DEC - Ukraine Appeal	-	647	647	-	-	-
Essential Christian - Hope Lebedyn	-	857	857	-	-	-
Hungary, Crosslinks - Szilard Tam	-	-	-	7,000	-	7,000
Italy, Crosslinks - Forte Torre	-	-	-	1,000	-	1,000
Italy, Crosslinks - JP & S Aranzulla	4,000	-	4,000	1,000	-	1000
Tearfund - Afghanistan Relief	6,000	-	6,000	-	-	-
Tearfund - Ukraine Relief	4,000	-	4,000	-	-	-
USA, Emmanuel Anglican Church - Amber & Jim Salladin	6,500	-	6,500	-	-	-
USA, Amber & Jim Salladin	1,000	-	1,000	6,540	-	6540
	35,474	5,273	40,747	28,741	5,319	34,060
UK missions and societies						
Agape UK, Linda & Larry Frisa	3,000	-	3,000	3,000	-	3,000
A Rocha International	3,125	-	3,125	3,000	-	3,000
Crosslinks	3,000	-	3,000	3,000	-	3,000
Interserve, Paul Bendor-Samuels	4,500	-	4,500	3,000	-	3,000
Interserve, Martin Hickey	-	-	-	1,000	-	1,000
Operation Mobilisation	3,000	-	3,000	3,000	-	3,000
Matthew Sellar	2,000	-	2,000	-	-	-
Pathway	6,000	-	6,000	6,000	-	6,000
UCCF, Philippa Chambers	3,000	-	3,000	3,000	-	3,000
WAVE for Change	1,703	-	1,703	-	-	-
Other £1,000 or under	1,300	857	2,157	-	530	530
	30,628	857	31,485	25,000	530	25,530
Total Charitable Payments	66,102	6,130	72,232	53,741	5,849	59,590

Prior period adjustments: Key activities undertaken through restricted funds, which have in prior year been stated under Note 10 under St James Ministries, have now been included under Note 3(b) - Activities directly relating to the work of the church. This has been done to better reflect the true nature of activities/Ministries. Accordingly, prior year Roof fund expenses of £21,620 has been reclassified under Church property expenses and other restricted fund expenses totalling £10,304 has been reclassified under Other activities in Note 3(b).

Accounts

Parish Church of St James with St Matthew

St James's Lane

Muswell Hill

London

N10 3DB

Reg. charity 1134716

**Annual Report and Financial Statements
for the year ended 31 December 2021**

Incumbent:

The Reverend Chris Green

Statutory auditors:

**Lakin Rose Limited
Chartered Accountants
Cambridge CB24 9NL**

Bankers:

**HSBC Bank plc
Muswell Hill
London N10 3RX**

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2021

Pages	Statement	Description
3 - 13	Annual Report	Describes the activities of the PCC and related committees with particular attention to the financial activities of the Parish.
14	Summary of a PCC's Financial Responsibilities	This summarises the financial responsibilities of Parochial Church Councils.
15 - 18	Independent Auditors' Report	Where the auditors give their opinion on these financial statements; in particular, whether they comply with the various accounting rules and regulations applicable to the Parish.
19	Statement of Financial Activities for 2021	This summarises the income and expenditure of the Parish, across all its funds, for the year 2021.
20	Balance Sheet as at 31 December 2021	This sets out the Parish's various assets and liabilities at that date.
21	Cash flow statement for 2021	This summarises the cash flow generated and utilised by various activities during the period.
22 - 27	Notes to the Financial Statements	These provide additional detail on key elements of the Statement of Financial Activities and Balance Sheet.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2021

Background

The PCC of St James with St Matthew has the responsibility, together with the Incumbent, for promoting the whole mission of the Church of England in its local parish. This responsibility covers evangelistic, pastoral, social and ecumenical matters. It also has maintenance responsibilities for the Church building, Parish Centre, Birchwood Centre and the houses occupied by clergy and staff.

The PCC is pleased to present its report for 2021. As a church, we have continued to be affected by COVID-19 and the restrictions in place, but staff and volunteers have been resourceful in accommodating these, and we are grateful to God for his abundant provision. It has been a delight to be able to bring back ministry events as restrictions lifted, and to have church family members return to church. Our popular livestream service has continued, and we have been careful to allow space in the building for those who prefer to social distance.

Set out below are a few highlights from the past year, which are expanded in the rest of this report.

New Initiatives

A growing concern about climate change, and interest in ecological issues, led to the formation of a group called EcoStJames. This was initiated by Phil Mullins. The team, which reports to the PCC, conducted a survey and began to look at ways in which the church could be more eco-friendly, such as including a green top tip in the church family newsletter and encouraging members to bring reusable cups for refreshments.

Our bookshop re-opened in 2021 under new management and provides a valuable source of Christian books and cards as well as offering a welcoming 'face' to visitors during the week as well as on Sundays.

Preaching

Our year started with a study of 2 Peter, under the title 'Great and Precious Promises'. This led into a Lent series called 'He Restores my Soul', where we discovered how our Lord restores us when we are lonely, tired, drifting, empty or bored, taking one of these subjects each Sunday in the run up to Easter.

At our Easter All-Age service, the title was 'Jesus Wipes away Death', which was followed by 'Jesus Wipes away Doubt' and 'Jesus Wipes away Regret.'

On 11 April, we held a service to mark the death of HRH Prince Philip.

The Spring Term saw a study in Mark's gospel, 'With New Eyes: what if everything could be better than you imagine?' And, in May and June, preaching centred on prayer and specifically praise, confession, supplication and thanks to God.

In the Summer, we looked at the book of 2 Timothy.

Autumn began with a new series entitled 'The Paradise Project' in which the book of Genesis informed preaching on creation; goodness, order and beauty; the image of God; love and marriage; rebellion; rescue. The theme was captured, too, by a Tearfund presentation on climate change on 10 October, followed by a guest event in which Dr Richard Buggs addressed the question 'Can a Christian be a Scientist?'

Sunday 21 November was World Mission Sunday, and we welcomed one of our mission partners, J P Aranzulla who preached online from Forte Torre, the church he leads in Bologna, Italy.

In November and December, the sermon series was entitled 'Finding Hope under Bethlehem Skies.'

Staff Changes

We have seen several staff changes over the year and are thankful to God for those who have contributed their gifts and talents to St James. Alex Williams completed his internship with us and

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2021

moved on to study at Oak Hill College. Ashley Nichols, our Head of Children's Ministry, became a Director of Pathway, and is missed after many years of dedication and enthusiasm. We also miss Hannah Whitehead, our Head of Community Ministries, who took up a position as Development Manager for Hope in Tottenham, and Sally Cartwright who co-led Women's Ministry.

Finally, we said a sad farewell to Phil Mullins and his family, who relocated to Hampshire where Phil is now Vicar for the parish of Hordle and Tiptoe.

We were very pleased to welcome onto the staff team Chris Hogg, our new Production Manager.

Special Events

- The year began with a virtual Big Church Quiz on 23 January. This was Scottish-themed, in honour of Burns Night, and was hugely successful in lifting everyone's spirits!
- The children were invited to two virtual events on 14 February: Breakfast with Jude the puppet lion in the morning, and a chance to engage with their leaders over a hot chocolate in the afternoon.
- On 2 April Ashley led the children in a virtual Easter Escape Room experience.
- The Archdeacon's Visitation on 20 April was carried out remotely again this year, as was the APCM on 26 April.
- On 13 May Dave Bookless, Director of Theology at A Rocha International, joined us to give a biblical overview on why creation care is important, and gave us some suggestions of how this integrates into the life of a local church.
- As Covid restrictions were gradually lifted, we celebrated being able to sing in church again with a Worship Night on Wednesday 21 July.
- On Monday 9 August, WAVE church came together with the Young Christian Climate Network for a service focussing on how God cares for what He has made - the earth and everyone in it - and how He wants us to care too.
- This theme was continued in a Creation Care Craft Morning for young children (3 – 11s).
- There were two very popular concerts in October: a rendition of Schubert's 'Winterreise' from James Cleverton (Baritone) and Nigel Foster (Piano) to raise funds for the roof project; and a memorial concert for the late Jennifer Bate OBE, who was one of the world's leading classical concert organists and a resident of Muswell Hill throughout her life.
- On Wednesday 3 November there was a performance from former Worship Minister, Joel Payne as part of the Resound Worship Doxecology Tour. This was in partnership with A Rocha and coincided with the COP26 Climate Summit.
- Our church Quinquennial inspection was on Friday 11 November.

Music Ministry

Our sung worship is an integral part of our services and events at St James. The music team currently has 29 members, ranging from core instruments, solo instruments, and vocalists. It has been such an encouragement to see the team lead through the past year and pull together as one force.

The past year has been challenging for the team, notably because there is currently no Worship Pastor on the staff team. We continue to pray that God would help us recruit to this role, in his timing and we

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2021

are especially grateful to those band leaders who have generously stepped up and who put together the music for our services each week. You are such a blessing to us all - thank you!

Christmas was naturally a big part of the ministry, with three carol services. At both Traditional Carol and Contemporary Carol services, the reach was good, both in-person and online. Our Carol services online have had over 1,000 views. Our warm thanks go to Anna Patrick-Haines and Caroline Soresby for leading the traditional carols and for Patrick Haines who took on the lead with the contemporary carols.

We are grateful to be able to lead God's people in sung worship of the living God. We are looking forward to seeing what God will do through this work and are expectant that he will provide above and beyond for us as a church.

Community Ministry

2021 was a year of adaptation for our community ministries and under the leadership of Hannah Whitehead, much was achieved despite restrictions. Hannah left in December to start a new role as Development Manager for Hope in Tottenham, and we remain very thankful for all God achieved through her ministry here.

Community Café started to meet again in person in September after a mixture of zoom gatherings and outdoor meetings. Zoom helped to keep people connected, even with a quiz and thought for the day, but there was great rejoicing when we re-opened the doors on a Tuesday morning and were able to reconnect with many. As usual we are keen for church family members to not only join us in volunteering, but to attend and chat with our regulars. Community Cafe remains a wonderful time of encouragement and support for all who come.

TeaTime for seniors was another ministry that we could restart, and it was a joy to have the return of the Christmas dinner which was joyfully attended and perfectly timed ahead of Omicron!

Challenge Group continued to meet as a support group for families of preschoolers with additional needs throughout the year apart from the usual breaks over school holidays. Special thanks to Celia Webster and the team for continuing to lead this vital work.

The Haringey Churches Winter Night Shelter continued with the model it ran last year, with one location (Holy Innocents Church in Hornsey). It is likely that this model will continue for future years and under a new Head of Community Ministries, will continue to review how best we can support the shelter. Likewise, the Muswell Hill Soup Kitchen has also adapted its working model but remains a partner and main beneficiary for our Harvest collection.

We thank everyone who has given of their time, energy, and money to minister to the community in these ways, and we look forward to the arrival of a new Head of Communities Ministries in time and all that they will bring to the role to continue this wonderful work.

WAVE: We're All Valued Equally

My dear brothers and sisters, you are believers in our glorious Lord Jesus Christ. So don't treat some people better than others. James 2:1 ERV

Wave's purpose is to enable places where people with and without learning disabilities can enjoy worshipping or socialising together, doing things **with** and **not for** each other.

The monthly **Wave Church Muswell Hill** met online in lockdown with 50+ people regularly joining us, including some from farther afield who welcomed the opportunity to take part in an inclusive worship service. Since summer 2021 it's been wonderful to meet again in person at the Methodist Church, and a mixed ability team leads the service each month. We've been thinking about how Jesus is with us 24/7 and exploring what that means for different members of our community. Our members who attend St James Church also enjoy taking part in regular church services there.

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The Challenge Group has also been meeting again in person for some time and welcoming new families. One mum said recently, "I've never been anywhere with my child where I've felt so relaxed". The group continues to be a place of friendship, laughter, and tears with lots of encouragement and mutual support, including a WhatsApp group where families can connect on a daily basis. We continue to be so very grateful for the use of this great space at St James's, the beautiful flowers from Jo Loraine, Viv's wonderful piano playing, Kathy giving massages, all our dedicated cake bakers and Siv who has been faithfully serving teas and cakes for 12 years now. It's a real place of abundance!

Both Wave Church and The Challenge Group now come officially under the governance of St James Church, and we are very grateful for the support the leadership team gives us.

Wave for Change is now concentrating on encouraging Wave-style activities in more communities across London and farther afield, and we're delighted that Bishop Sarah Mullally has agreed to be our patron. Building on from our experience in Muswell Hill, a Challenge Group has started in Crouch End and a Wave Church in Ilford (as a result of having seen Wave on Songs of Praise last year). Other churches and groups are showing an interest in our With Not For ethos and we're creating a network of people who want to see more vibrant mixed-ability worship and social groups in the heart of their communities. We have created Wave in a Box with practical guidelines, resources, and ideas to encourage and support new groups. If you know a church or group who might be interested, please ask them to contact us (hello@waveforchange.org.uk).

As we grow, we desperately need to increase the size of our employed and volunteer team. In particular we need someone to run Wave Church from this autumn. Please pray as we seek funding for the role and that potential candidates will come forward. As always, we are truly thankful to all the people who make Wave possible – those who support us with practical help, financially and in prayer.

*Finally, our sister organisation, **Wave Cafe** (a separate charitable organisation but with the same inclusive ethos), is open on Thursdays at the United Reformed Church and we encourage you to support it by popping in for a drink or delicious lunch (wavecafe.org).*

Children's Ministry

Children's Ministry was led by Ashley Nichols until July and Alex Williams, our ministry intern, assisted with children's ministry until August. Alice Whittaker led the under 5s work until July when she became the acting Head of Children's Ministry. They were assisted by a competent team of volunteers to whom we are very thankful.

Children's Ministry during Lockdown

Promiseland

In Promiseland, on Zoom, a leader would welcome the children and then the children would watch the Jude's Sunday Gang video for that week. The teaching was pre-recorded each week by various team members and then there was an opportunity to do craft and to discuss the teaching together.

Promiseland Junior

In Promiseland Junior, on Zoom, Alice created content and then Alice and Ashley filmed the teaching, craft, and songs each week. A leader would welcome the children and then the children would watch the video together, do the craft in breakout rooms in smaller groups and discuss what they learned.

Doorstep Visits

During lockdown, the children were not interacting with many people. We decided to visit children on their doorsteps to check up on our families and to bring some joy to their sometimes-mundane daily lives during lockdown. We also arranged some opportunities on Zoom for families to sign up for a slot so that we could catch up with them and see how they were doing.

Bumps and Babes

Bumps and Babes was allowed to continue meeting in person as a support group throughout lockdown. This gave mums the opportunity to connect during a very isolating period. Alice was able to give a short thought for the day from the Bible and lead the group in a few children's Christian songs.

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Pancake Party

For Pancake Day we organised an online party for the children. We taught the children the significance of the holiday, made pancakes together and decorated them together.

Children's Ministry in person again

Younger Kids Services

On 14 March, the Younger Kids Services resumed weekly at 3pm on Sundays. These services were for our under 7's and their families. This family service originally started so that under 5's ministry could continue to meet in person while still abiding by the Covid restrictions. These services included teaching, singing, craft and messy play; we welcomed around 10-12 families each week. On 18 April, Promiseland Junior resumed and our under 7's services moved to once a month.

Promiseland

On 18 April, Promiseland resumed in person. The children still needed to social distance. However, at least they were able to meet in person again. The leaders were able to connect with the children more easily. In September we were able to run Promiseland normally, as we had done pre-Covid.

Summer Holidays

During the summer, Ashley, the Head of Children's Ministry left the staff team to head up Pathway and Alice became the acting Head of Children's ministry. Alex, our intern, moved on to study at Oak Hill College. We had all-age services throughout the summer.

Creation Care Craft Morning

In the autumn of 2021, in one of our all-age services we thought about why we should care for God's creation. Julia Rank and Alice organised a craft morning during the week before this service, where we did various crafts to go along with this theme.

Crib Service

On Christmas Eve we had a service for families. Many visitors came along to this service and heard the good news about Jesus.

Youth Ministry

St James Youth seeks to partner with parents to make young disciples. That is us in a nutshell and it flavours everything we do. God has been so kind to us this past year, even with the changing times we are living in. Young people have been saved and built up in following Jesus. Numbers have stabilised over the year and grown in the younger year-group.

We have been constantly reshaping our groups and structures to continue fulfilling our vision and to better serve families and young people, including focussing on refining each of our regular groups to make them the best they can possibly be. We have made a few changes in how they run, the structure they follow, and content taught.

Alongside this, a few big events form key parts of our discipleship goal. The Big Weekend 2022 saw 107 young people and leaders delve into the book of Mark and its impact on everyday life today. Numerous young people took huge strides in their faith.

Together with St James Kids, the Equip conference ran for its fifth year, reaching over a hundred Youth and Children's workers from other UK churches. This is a great training day for our teams but also acts as a huge blessing to the churches who brought their teams along. It has been such a blessing to have Anya on the team as Youth Minister for three years now to work alongside Dave.

Even though recruitment of leaders has been a challenge over the past year, we are so grateful to God for an incredible team he has provided for us. We have high expectations for our teams, who commit to training, praying, and serving every week at our groups. This means we have a good core team who can disciple young people within our small group structure. With London being so transient, we are constantly recruiting new team members to fulfil our goal of having a leader to young person ratio of 1:3

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– a ratio that is hard to achieve and maintain, but important for this deeply relational ministry. Please do pray for our ongoing recruitment.

For 2022, we are keen to focus on partnering with parents - a core part of our vision. We have held several parenting lunches in the past, where families can share lunch together, followed by provision of childcare and teaching and discussion for parents and carers. This has been a huge blessing to families within the church and is something we would ideally like to continue this year, with the Parenting God's Way programme being held once per term. We are also seeking to prioritise growing disciple-making disciples. The young people are the ones in the schools who have the contacts and know the culture best. They are the best way of us reaching out. Big events are great, and will certainly play a part, but the steady long-term training of young people to be fearless followers of Jesus in reaching their friends for him will be our focus.

As the scriptures say, 'Unless God builds his house, the workers labour in vain'. Please join with us in praying for God to work in the hearts of our young people. Praise him too for all his goodness to us over the past year.

St James Primary School

In July 2021, the school bid a fond farewell to Carol O'Brien, after 29 years as Head teacher. As a church community we have been thankful for her leadership and encouragement. Her departure led to a restructuring of the senior leadership and now we have an executive Head, Geraldine Gallagher, who also oversees St Michael's primary school in Highgate, with a full time Head of School, Jessica Williams. The start of the new academic year has been positive as we have both enjoyed going into the school to take weekly assemblies and also welcoming the school and parents to the Harvest and the Christmas assembly.

Evangelism

In February 2021, whilst still not meeting in person, we innovated and made our 10:30am service a guest service complete with an opportunity to speak live to the preacher in a zoom room after the service. We have not repeated this but nonetheless remain committed to thinking of how the new technologies can help us to reach more people with the good news of Jesus.

The Gathering has also become a place to invite visitors, non-Christians along, and in May 2021 we hosted Christian singer-songwriter Cat Rea who shared her songs and story of faith and hope with church family and their guests.

Re-starting services in person took a lot of time and energy and so we waited till September 2021 to offer a Christianity Explored course entirely online for those looking into the Christian faith. Overall, it was a positive experience as some were able to join who would otherwise have struggled to come to an in-person gathering.

EcoStJames – Caring for God's Creation

EcoStJames is a new initiative which aims to help us better understand and fulfil our responsibilities toward creation care, both individually and as a church community. Put simply, as Christians we believe that God created the planet and tasked us to look after it (see Genesis 1!), but it is something which we have collectively failed to appreciate or prioritise. EcoStJames is our response to take this seriously. Our first task has been to establish a baseline in two areas:

1. Level of interest and support from the church family. From our evening event on Creation Care last May and a subsequent survey, we can see that many of us are enthusiastic about this topic and there is lots of good practice out there. But we could do a much better job of sharing ideas, which we have started to do in our now regular "Eco Top Tips" item in the weekly Church Family News.

2. Assessment of our current operation and practices. Having signed up to EcoChurch, we have access to their established diagnostic covering five areas: Worship & Teaching, Buildings, Land, Community Engagement, and Lifestyle. Our informal self-assessment reveals that while there is plenty

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we can improve, we already have a number of positives in place, we think sufficient to qualify for their "Bronze award" (application in process). There is more to be done, including a proper measure of our carbon footprint, which we plan to complete later this year, but even this first pass assessment highlights some specific practical changes we can make.

While establishing our starting position, we have in parallel tried to make some initial improvements, becoming engaged with other local environmental organisations, promoting practical ideas, supporting specific A Rocha projects, and organising Nature Walks (see church calendar, 22 May).

Do be in touch with any of us if you'd like more information or have any suggestions.

EcoStJames brief: The PCC acknowledges the Church's responsibility of Creation Care and commits to acting this out in all areas of life of St James. As a practical first step the PCC endorses St James embarking on the EcoChurch pathway, and tasks the St James EcoChurch Group with investigating ways in which we as a church family can progress on this journey.

EcoStJames Taskforce: Jean Airey, Patrick Haines, Anne Rawcliffe, Gerry Rawcliffe, Beth Stone, Hannah Stone, Graham Wright

Deanery Synod Report

A meeting was held on Thursday 15 April, 2021 of the newly merged East and West Haringey Deanery Synods. Because of Covid restrictions, this was held online. Bishop Rob was the main speaker and was very encouraging. Robert Duncan, the acting Chair, contacted PCC Secretaries for up-to-date details of all Deanery Synod members.

There were two elections in 2021, in which Deanery Synod members were entitled to vote: General Synod Laity Elections and Area Council elections for both clerical and lay members of the deanery synods in Stepney, Kensington and Edmonton areas.

Church Leadership and Oversight

PCC

<i>Incumbent:</i>	Revd Chris Green (Vicar)
<i>Other ministers:</i>	Revd Mark Murthen (Associate Vicar) Revd Phil Mullins (Associate Vicar) (moved at the end of December 2021)
<i>Wardens:</i>	Ian Roberts Alison Vincent (stood down April 2021). Debbie Wright (elected April 2021).
<i>Other representatives on the Deanery Synod (in addition to the Wardens):</i>	
Ajay Gohil Caroline Streets-Law David Williams Gillian Dunkeld Gina Titheridge	
<i>Other members, all elected unless otherwise indicated:</i>	

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Richard Brueton Benjamina Bolton - stood down April 2021 Patrick Haines Lydia Bartlett May Mak Helen Watts Jonathan Stone - Honorary Treasurer - elected April 2021. Andrea Bleakley	Katherine Adams - stood down April 2021. Michael Dufour Steve Sexauer Jo Hutchinson Seb Butter (Honorary Treasurer, ex-officio) stood down - April 2021. Carolyn Ritchie (Safeguarding Officer, ex-officio)
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PCC Sub-Committees

The PCC operates through a number of sub-committees, which meet between full meetings of the PCC. These sub-committees comprised the following people since the Annual Parochial Church Meeting ("APCM") in April 2021 (see the 2020 Annual Report and Financial Statements for sub-committee membership up to that date):

Standing Committee

This committee has responsibility to transact the necessary business of the PCC between its meetings, subject to any directions given by the Council. It comprised Chris Green (Vicar) Chair, Mark Murthen (Associate Vicar), Phil Mullins (Associate Vicar, left December 2021), Ian Roberts (Church Warden), Alison Vincent (Church Warden, stood down April 2021), Debbie Wright (Church Warden, elected April 2021), Seb Butter (Hon Treasurer, stood down April 2021), Jonathan Stone (Hon Treasurer, elected May 2021) and Andrea Bleakley (elected March 2021.)

Finance Committee

This committee oversees the financial affairs of the parish, by monitoring income and expenditure, cash flow, budgeting, accounting, and setting the fund-raising targets for the parish. Its members comprised John Waters (Chair), Jonathan Stone, Seb Butter, Jonathan Thornton, Gina Titheridge, Tim Bartlett and Alison Tyndall.

Buildings Committee

The Buildings Committee is responsible for maintaining the parish church itself, and all its associated buildings, including staff housing. Its members comprised Chris Law (Chair), Gill Brazier (Vice Chair), Ian Roberts, Louise Spalding, James Lea and Nigel Young.

World Mission Group

The World Mission Group is responsible for developing mission links outside the parish, and the distribution of the bulk of the funds set aside for mission giving (10% of the parish's unrestricted donation income is designated for mission giving.) Its members comprised Stephen Booth (Chair), Chris Green, Richard Bird, Richard Brueton, Deborah Kiwanuka, Clare Davey (stood down November 2021), Gina Titheridge, Esther Sharma, Steve Sexauer and Nicholas Durden (elected July 2021.)

PCC Activity in 2021

The PCC met in January, March, May, July, September and November. At the Annual Meeting (APCM) in April 2021, it approved the 2020 Annual Report and Financial Statements, and the Financial Budget for 2021. At each meeting, the PCC spent time looking at the Bible, praying and conducting normal business including updates on buildings work, World Mission Group and finance, as well as safeguarding, data protection and ecological concerns.

Our Patrons, the Diocese of London and Common Fund

We continue to enjoy an open and productive relationship with the Patrons of the Church, The Bishop of Edmonton, and the Church Pastoral Aid Society. The Common Fund we pay to the Diocese of London

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fully covers the direct costs of employing our Vicar, and in addition contributes to other costs of the Diocese of London. Our contribution to the Common Fund in 2021 was £85,200.

Finance

The Finance Committee of St James continues to review the financial structure of the church. 2021 saw continued generous support from its members, and the church has had a healthy financial result for the year. The General Fund achieved a surplus of £40,169 for the year compared with the surplus of just over £56,000 in 2020. This brings the retained amount within the General Fund to £241,267 as at 31 December 2021, which should be considered more than sufficient.

Whilst the 2022 budgeted income is in line with the 2021 outturn, some of the one-off gifts in 2021 are not expected to be repeated in 2022 - so the 2022 budget is more ambitious than it may first appear. That said, given the surplus in recent years and the significant bank balances at hand, an outturn of a small deficit in 2022 should not be seen as an unacceptable outcome.

Buildings Committee

The Buildings Committee met regularly during the year. As at 31 December 2021, membership consisted of Chris Law (Chair), Gill Brazier (Vice Chair), Ian Roberts (Church Warden), Louise Spalding, James Lea and Nigel Young.

The principal project for the year was to improve the fire safety both in the church offices and at the Birchwood Centre. This involved installing and repairing fire doors, fitting additional smoke detectors and door closers and improving signage and emergency lighting in line with the recommendations made in our latest fire risk assessments. Our thanks to Ian Roberts for managing this work.

Other notable works during the year were:

1. replacing boilers in two of our residential properties (8 and 67 St James' Lane) and replacing a number of radiators in 8 St James' Lane.
2. installing a new kitchen, redecorating and improving fire safety in the Birchwood Lower Flat.
3. replacing two gas heaters in the Birchwood main hall and carrying out electrical repair work in the main intake cupboard, following a short circuit.

In addition to general maintenance of the church buildings and the Birchwood Centre, St. James has a number of residential properties which require maintenance and updates to make sure they are suitable for our staff. This includes regular maintenance of boilers and lightning conductors, undertaking gas and electrical appliance tests and fire assessments, electrical certification, gutter cleaning, and general repairs.

The Diocese carried out its Quinquennial inspection in November 2021 and the report was issued at the end of December. The report noted that the church of St James is in a good state of structural repair (except for the poor condition of the North Aisle and Chapel roofs, some high-level stonework and the north elevation rainwater goods, which are to be dealt with as part of the next phase of the roof project) and that the public areas of landscaping are generally well maintained and attractive and should be a source of pride to the church.

It should also be noted that Phase 1 of the roof works (the south aisle and flower kitchen roofs) was completed in January and the retention released in July 2021. We now have funding (taking into account a legacy and our reserves) to do part of the rest of the roof works, namely the north aisle and west facing side chapel roofs (Phase 2A). We are currently estimating that Phase 2A will cost about £135,000 (gross). This may be reduced to just under £113,000 if we are successful in making claims under the Listed Places of Worship VAT grant scheme in respect of all VAT incurred in carrying out the works. Our gratitude goes to Gill Brazier for faithfully project managing the roof works on behalf of the church. It is good to know that we have a valuable and committed team of professionals working with her in the Architect (Ablett Architects) and contractor (Ashford and Cranbrook) to carry out these works efficiently and effectively. Contracts have been signed and Phase 2A is scheduled to start in April 2022.

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Our thanks go to the churchwardens and members of the Buildings Committee for their time, experience, and expertise as well as to Anand Achuthan, Leona Akass, and the other members of the Operations team for their hard work throughout the year, keeping the church buildings and Birchwood Centre functioning and to the gardening team (ably led by Caroline Streets and Viv Roberts) for keeping the grounds looking so attractive.

World Mission Group

In 2021 the World Mission Group (WMG) distributed about £54,000 to Mission Partners. This was a slightly lower number than initially planned, due to overseas trips and a youth mission trip remaining impractical for a second year in a row due to Covid restrictions.

The PCC allocates 10% of unrestricted giving received each year to the charitable giving fund, which the WMG is tasked with distributing. In 2020 the WMG distributed a higher amount of c. £80,000, which was a deliberate one-off effort by the WMG to distribute funds that had accumulated in the charitable giving fund. The charitable giving fund balance in 2021 more accurately reflects what is required to enable the funding of any new Mission Partners that apply during the year, as well as to support existing Mission Partners who may have emergency funding needs.

The maximum amount distributed to any single recipient in 2021 was £7,000 (Tam Szilard with Crosslinks in Hungary), with several others also receiving £6,000 or more (Jane Ingle with Wycliffe, Emmanuel Church in New York where Jim Salladin is Rector, Pathway youth outreach in schools, and the Kenyons in Cambodia). Large organisations we support tend to get half this amount, with A Rocha, Crosslinks and OM all receiving £3,000 each.

New Mission Partners who received their first funding in 2021 included:

- Larry & Linda Frisa, working with Agape UK.
- Martin Hickey, working with Seminario Por Extension A Las Naciones (SEAN International).
- Philippa Lovell, who was previously with London City Mission and is now working with Universities and Colleges Christian Fellowship (UCCF).

Safeguarding

The PCC adopted the 2021 Parish Safeguarding Policy Statement and the Safeguarding Audit and Action Plan in July. There were no serious Safeguarding incidents in 2021 that needed to be notified to the Charity Commission. The Audit and Action Plan were for the calendar year 2020; for much of that time the church was subject to Covid19 restrictions so there were fewer face-to-face activities for children, young people and vulnerable adults. No actions were required to be taken as a result of the audit.

As activities resumed during 2021 and more families started coming to St James, more volunteers were needed for the children's and youth groups to ensure they complied with Safeguarding regulations. A related problem was that Ministry Heads didn't have timely information about who was qualified to be a 'Leader' and so count towards the staffing ratios. To address the latter issue, ChurchSuite Workflows were introduced in September for DBS checks, Safeguarding training, and Reference taking. The main benefit is transparency about who is qualified to be a Leader, but the workflows also streamlined the procedures.

Another change was introduced in the spring regarding Safeguarding training for people with learning and other disabilities (such as visual impairment) who wished to become Helpers in the children's and youth groups. The online training involves passing a test which can be difficult for some people with disabilities. We were given permission by the Diocesan Safeguarding Team for Ministry Heads to facilitate the Basic Awareness training so that those with disabilities could join the teams as Helpers. This is a positive step in St James becoming more inclusive.

The Church of England revised its Safer Recruitment Practice Guidance in 2021. There were two key changes: first, from January 2022 DBS (Disclosure and Barring) checks must be done every three years

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to bring the church in line with good practice across the charity/voluntary sector; second, those involved in recruitment need to complete the 'Safer Recruitment and People Management' training course. These and other changes are being implemented.

Governance, Internal Control, and Risk Management

It is through the various committees and sub-committees that the PCC has addressed the key operational and financial control requirements of the Parish. St James is subject to the full accounting and auditing requirements established by UK law and practice. In addition, the PCC and staff team have addressed some of the non-financial risks associated with the activities of the church, such as Child Protection policy and the health and safety of its employees, members, visitors and contractors. They have established appropriate risk management policies and procedures, including where necessary, appropriate insurance cover.

The PCC is grateful for the considerable efforts of volunteers for its successful operation. Without that help, the church would not be able to carry out its many and varied ministries and neither would we as individuals have opportunity to serve our Lord God as he would have us.

Auditors

Lakin Rose Limited acted as auditors during the year. A resolution for their re-appointment will be put forward at the 2022 APCM, as required by law.

On behalf of the PCC



Revd Chris Green (Vicar)
04 April 2022

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Summary of a Parochial Church Council's Financial Responsibilities:

1.	The PCC shall prepare accounts of the ecclesiastical parish and be accountable in particular to all whose names are on the electoral roll (<i>Church Accounting Regulations 2006</i>).
2.	Every PCC shall furnish to the Annual Parochial Church Meeting the audited accounts of the council for the years ending 31 December immediately preceding the meeting and an audited statement of the funds and property, if any, remaining at that date (<i>Parochial Church Councils (Powers) Measure 1956</i>).
3.	The charity trustees (<i>for which read PCCs</i>) shall ensure that accounting records are kept in respect of the charity which is sufficient to show and explain all the charity's transactions (<i>Charities Act 2011, Part VIII Charity Accounts, Reports and Returns, Section 130 Accounting records</i>).

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2021

Opinion

We have audited the financial statements of Parish Church of St James with St Matthew (the 'charity') for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the PCC members' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the PCC members with respect to going concern are described in the relevant sections of this report.

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2021

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the PCC members' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of PCC members

As explained more fully in the PCC members' responsibilities statement, the PCC members are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the PCC members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the PCC members are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the PCC members either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2021

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the sector, control environment and charity performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations.
- the matters discussed among the audit engagement team and involving relevant internal specialists regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in relation to revenue recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. We identified no such laws and regulations applicable to the charity.

Audit response to risks identified

As a result of performing the above, we identified revenue recognition as a key audit risk related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance;
- obtained an understanding of provisions and held discussions with management to understand the basis of recognition or non recognition of provisions; and

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2021

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2021

- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members including internal specialists, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of our report

This report is made solely to the PCC members, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the PCC members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the PCC members, as a body, for our audit work, for this report, or for the opinions we have formed.



Lakin Rose Limited

Chartered Accountants
Statutory auditors
Vision Park
Histon
Cambridge
CB24 9NL

Date: 13 April 2022

Parish Church of St James with St Matthew, Muswell Hill
Statement of Financial activities for the year ended 31 December 2021

		UNRESTRICTED				RESTRICTED	TOTAL	
		General Fund	Capital Fund	Charitable Giving	Property Fund	Total	Special Collection Fund	
		£	£	£	£	£	£	2021 £
								2020 £
INCOME AND ENDOWMENTS FROM								
Donations	Note 2(a)	644,934	-	-	-	644,934	48,224	693,158
Legacies	Note 2(b)	-	1,027	-	-	1,027	-	70,228
Other trading activities	Note 2(c)	54,425	-	-	-	54,425	-	42,715
Other	Note 2(d)	15,391	-	-	-	15,391	-	27,613
TOTAL		714,750	1,027	-	-	715,777	48,224	892,190
EXPENDITURE ON:								
CHARITABLE ACTIVITIES								
Grants	Note 3(a)	-	-	53,741	-	53,741	37,773	232,142
Activities directly relating to the work of St James's	Note 3(b)	488,800	-	-	25,800	514,600	-	500,765
Church management and administration	Note 3(c)	103,898	-	-	-	103,898	-	109,256
Governance costs	Note 3(d)	4,500	-	-	-	4,500	-	4,200
TOTAL		597,198	-	53,741	25,800	676,739	37,773	846,363
NET INCOME/ (EXPENDITURE)								
Transfers between funds:		117,552	1,027	(53,741)	(25,800)	39,038	10,451	45,827
To the Property Fund	Note 9	(12,890)	-	-	12,890	-	-	-
To the Charitable Giving Fund	Note 9	(64,493)	-	64,493	-	-	-	-
NET MOVEMENT OF FUNDS		40,169	1,027	10,752	(12,910)	39,038	10,451	45,827
RECONCILIATION OF FUNDS								
TOTAL FUNDS BROUGHT FORWARD		201,098	77,228	42,964	996,149	1,317,439	45,561	1,363,000
TOTAL FUNDS CARRIED FORWARD		241,267	78,255	53,716	983,239	1,356,477	56,012	1,363,000

Parish Church of St James with St Matthew, Muswell Hill
Balance sheet as at 31 December 2021

	Note	2021			2020		
		Property Fund	Other Funds	Total Funds	Property Fund	Other Funds	Total Funds
		£	£	£	£	£	£
FIXED ASSETS							
Tangible fixed assets	5	1,045,114	46,408	1,091,522	1,058,024	39,511	1,097,535
CURRENT ASSETS							
Debtors	6	-	12,161	12,161	-	87,625	87,625
Cash at bank and in hand	7	-	418,301	418,301	-	262,880	262,880
		-	430,462	430,462	-	350,505	350,505
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR							
	8	(61,875)	(47,620)	(109,495)	(61,875)	(23,165)	(85,040)
NET CURRENT ASSETS							
		(61,875)	382,842	320,967	(61,875)	327,340	265,465
NET ASSETS							
		983,239	429,250	1,412,489	996,149	366,851	1,363,000
FUNDS							
Unrestricted		983,239	373,238	1,356,477	996,149	321,290	1,317,439
Restricted		-	56,012	56,012	-	45,561	45,561
		983,239	429,250	1,412,489	996,149	366,851	1,363,000

Approved by the PCC on 04 April 2022, and signed on its behalf by:



Revd Chris Green (Chair)



Jonathan Stone (Honorary Treasurer)

The notes on pages 21 to 27 form part of these financial statements.

Parish Church of St James with St Matthew, Muswell Hill
2021 Cash flow statement

Statement of cash flows

Table 1

	2021	2020	Note
	£	£	
Cash flows from operating activities:			
<i>Net Cash provided by (used in) operating activities</i>	174,339	(1,406)	(Table 2 below)
Cash flows from investing activities:			
Dividends, interest and rents from investments	23,934	24,602	
Proceeds from the sale of property, plant and equipment	-	-	
Purchase of property, plant and equipment	(42,852)	(10,867)	
Proceeds from sale of investments	-	-	
Purchase of investments	-	-	
<i>Net Cash provided by (used in) investing activities</i>	(18,918)	13,735	
Cash flows from financing activities:			
Repayments of borrowing	-	-	
Cash inflows from new borrowing	-	-	
Receipt of endowment	-	-	
<i>Net cash provided by (used in) financing activities</i>	-	-	
Change in cash and cash equivalents in the reporting period	155,421	12,329	
Cash and cash equivalents at the beginning of the reporting period	262,880	250,551	(Table 3 below)
Cash and cash equivalents due to exchange rate movements	-	-	
Cash and cash equivalents at the end of the reporting period	418,301	262,880	(Table 3 below)

Reconciliation of net movement to net cash flows from operating activities

Table 2

	2021	2020
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	49,489	45,827
Adjustment for:		
Depreciation charges	48,865	42,794
Dividends, interest and rents from investments	(23,934)	(24,602)
Loss/(profit) on the sale of fixed assets	-	-
(Increase)/decrease in stocks	-	-
(Increase)/decrease in debtors	75,464	(59,874)
Increase/(decrease) in creditors	24,455	(5,551)
Net cash provided by (used in) operating activities	174,339	(1,406)

Analysis of cash and cash equivalents

Table 3

	2021	2020
	£	£
Cash in hand	342,496	187,597
Notice deposits (less than 3 months)	75,805	75,283
Overdraft facility repayable on demand	-	-
Total cash and cash equivalents	418,301	262,880

Parish Church of St James with St Matthew, Muswell Hill

Notes to the 2021 Financial Statements

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities SORP (FRS 102)" effective 01 January 2019. They have been prepared under the historical cost convention. The Parish Church of St James with St Matthew meets the definition of a public benefit entity under FRS102.

Fund accounting

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

The accounts include all transactions, assets and liabilities for 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.

Incoming resources

Voluntary income and capital sources

Collections and Planned giving (donations) are recognised when received by or on behalf of the PCC. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Income from investments and other income

Interest entitlements (including any tax recoverable thereon) are accounted for as they accrue. Rental income from the letting of the church premises or related property is recognised when the rental is due.

Resources used

Grants and donations

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Common Fund is accounted for when payable. Any amount unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets

Consecrated and inalienable land and buildings, movable church furnishings

Consecrated and benefited property is excluded from the accounts as per the Charities Act 2011. In the case of this Parish, the properties excluded by this section are the Church, the Parish Centre, the land surrounding both and the Vicarage.

The Birchwood Memorial Hall is the subject of a separate trust dating back to the early 1900s, the sole custodian trustee of which is a Diocesan body. The Church is allowed to use the Hall for Church activities, as directed by the Church Wardens for the time being but has no other rights to the building. It is regarded therefore as inalienable property of the Church. As no reliable cost information is available, and conventional valuation methods lack sufficient reliability and would involve cost which far outweigh the benefit such a valuation could provide in the

circumstances, no valuation is provided for this property in these financial statements.

The costs of maintaining and using this property are treated as expenses of the General Fund, and expensed or capitalised (as relevant) as incurred.

No value is placed on movable church furnishings held by the Church Wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Staff housing and other property

Freehold or leasehold property required to be accounted for by the PCC are included in these financial statements at market values estimated in 1998, in accordance with the SORP. These values were reviewed in 2000 and considered by the PCC to continue to be appropriate valuations for the purposes of these financial statements. Maintenance expenditure is written off as incurred.

Land and buildings are not revalued upwards unless there are exceptional reasons for so doing. This is because, in the PCC's view

- i. the cost and effort of obtaining appropriate valuations outweigh the presentational and other benefits of formally revaluing such properties.
- ii. these buildings comprise residential property in Muswell Hill, whose market value is and has historically been substantially higher than the values at which these properties are currently recognised in these financial statements.

Any permanent diminution in the value of these properties, as evidenced by formal or informal valuations drawn up by or on behalf of the PCC, below that at which these properties are recognised in these financial statements, however, is appropriately provided for.

Depreciation has been provided on these properties based upon an expected useful life of 50 years.

Other fixtures, fittings and office equipment

Equipment purchased and used within Parish premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £1,000 (excluding VAT) or less are written off when the asset is acquired.

Current assets

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

Short-term deposits include cash held either with the Central Board of Finance, Church of England Funds or at the bank.

Taxation

As a charity, the Parish of St James with St Matthew, Muswell Hill is exempt from tax on income and gains falling within sections 521-536 of the Income Tax Act 2007 to the extent that these are applied to its charitable objectives. No tax charges have arisen in either the current or preceding year.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2021 Financial Statements

2 INCOME AND ENDOWMENTS FROM:

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2021	2020
	£	£	£	£
2(a) Incoming resources from donors				
Planned giving:				
Gift Aid donations	462,783	7,804	470,587	486,216
Income tax recoverable on Gift Aid donations	115,971	1,951	117,922	122,993
Other planned giving	53,635	1,740	55,375	74,938
Service Collections	397	453	850	6,860
Other donations	12,148	36,276	48,424	60,627
	<u>644,934</u>	<u>48,224</u>	<u>693,158</u>	<u>751,634</u>
2(b) Other voluntary incoming resources				
Legacies	1,027	-	1,027	70,228
	<u>1,027</u>	<u>-</u>	<u>1,027</u>	<u>70,228</u>
2(c) Income from operating activities to further the PCC's objectives				
Birchwood Hall lettings (includes Church Hire income)	29,078	-	29,078	18,174
Rental	23,400	-	23,400	23,889
Service fees	1,947	-	1,947	652
	<u>54,425</u>	<u>-</u>	<u>54,425</u>	<u>42,715</u>
2(d) Other ordinary incoming resources				
Interest income	534	-	534	713
Other income	14,857	-	14,857	26,900
	<u>15,391</u>	<u>-</u>	<u>15,391</u>	<u>27,613</u>
TOTAL INCOMING RESOURCES	<u>715,777</u>	<u>48,224</u>	<u>764,001</u>	<u>892,190</u>

**3 EXPENDITURE ON:
CHARITABLE ACTIVITIES**

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2021	2020
	£	£	£	£
3(a) Grants				
Missionary and charitable giving (see 11 below):				
Overseas Church and Charities	28,741	5,319	34,060	44,017
UK missions and societies (incl. St James ministries)	25,000	32,454	57,454	188,125
	<u>53,741</u>	<u>37,773</u>	<u>91,514</u>	<u>232,142</u>
3(b) Activities directly relating to the work of the Church				
Diocesan Common Fund	85,200	-	85,200	85,200
Staff and ministry costs	233,586	-	233,586	227,861
Church property expenses	189,807	-	189,807	181,725
Costs of services	6,007	-	6,007	5,979
Other activities	-	-	-	-
	<u>514,600</u>	<u>-</u>	<u>514,600</u>	<u>500,765</u>
3(c) Church management and administration				
Office expenditure	35,627	-	35,627	37,353
Staff and lay assistance costs	68,122	-	68,122	71,750
Bank charges	149	-	149	153
	<u>103,898</u>	<u>-</u>	<u>103,898</u>	<u>109,256</u>
3(c) Church management and administration				
Audit fees	4,500	-	4,500	4,200
TOTAL RESOURCES USED	<u>676,739</u>	<u>37,773</u>	<u>714,512</u>	<u>846,363</u>

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2021 Financial Statements

4 STAFF AND RELATED COSTS

The Diocesan Common Fund payment covers all salary and pension costs of the one permanent clergy position at St James's Church as at the beginning of 2021. The salary and pension costs of the other two clergy are paid by the PCC through the Diocese as 'Off Common Fund' positions. In addition, the housing and other employment related costs for the above positions are paid directly by the PCC and are included in 'Staff and ministry' costs above. These positions are full time, and each clergy member is by right a member of the PCC.

The Church also employs other staff, in ministry and support posts. All employment costs are reviewed annually, effective January in each year. Clergy and other staff costs excluding Diocesan Common Fund but including staff property depreciation may be summarised as follows:

	2021	2020
	£	£
Wages and salaries (including expense reimbursements, training, etc)	256,331	252,984
Social security costs	11,390	10,884
Pension costs	5,074	4,941
Housing costs (including repairs and maintenance)	66,075	77,224
	<u>338,870</u>	<u>346,033</u>

Excluding the three clergy posts, the average number of other employees working over 16 hours per week (measured from 1 September in each year when contracts normally commence), analysed by function, was:

	No.	No.
Activities directly relating to the work of the Church	6	6
Church management and administration	2	3
	<u>8</u>	<u>9</u>

Of those employees, none earned more than £60,000 in the year.

Transactions with PCC members and related parties:

Employees are appointed on merit and are paid salaries commensurate with responsibilities on scales after due review by designated members of the PCC.

No elected members of the PCC were also employees concurrently during 2021. No salary was paid to PCC members who were also employees concurrently, for 2020 (previous year).

The following transactions were undertaken with PCC members or related parties, all figures are inclusive of VAT if applicable:

- The clergy members of the PCC were provided allowances to assist with payment of utility bills, cleaning, gardening bills etc. The amounts for 2021/2020 are as follows: Chris Green - £4,407/ £4,909; Mark Murthen - £1,611/ £899 Phil Mullins - £2,574/ £2,279.
- During the first four months of 2021, neither David Cornes (Youth Minister) nor any of the St James staff received any discretionary pay increase. David was the fiancé of Katherine Adams, PCC member. Katherine resigned from the PCC in April 2021.

The PCC members receive no remuneration except as outlined above.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2021 Financial Statements

5 FIXED ASSETS FOR USE BY THE PCC

	Land and buildings Freehold £	Leasehold £	Plant and equipment £	Motor vehicles £	Total £
<i>Tangible fixed assets</i>					
Gross book value					
At 1 January 2021	494,040	794,887	193,979	-	1,482,906
Additions	12,890	-	29,962	-	42,852
Disposals	-	-	(6,878)	-	(6,878)
At 31 December 2021	506,930	794,887	217,063	-	1,518,880
Depreciation					
At 1 January 2021	138,393	92,510	154,468	-	385,371
Charge for year	9,902	15,898	23,065	-	48,865
Disposals	-	-	(6,878)	-	(6,878)
At 31 December 2021	148,295	108,408	170,655	-	427,358
Net book value					
At 31 December 2020	355,647	702,377	39,511	-	1,097,535
At 31 December 2021	358,635	686,479	46,408	-	1,091,522

As at 31 December 2021 the freehold land and buildings include staff housing located at 67 St James's Lane, Muswell Hill. The Children's room (Jimmy Peppiatt room) was constructed in 2012 on non-consecrated land and has therefore been included within freehold property. The consecrated church building is shown in the books of the Diocese.

The leasehold land and buildings comprised the staff housing at 176B Muswell Hill Road. The Parish also occupies the property at 8 St James's Lane. This property cost £193,750 a number of years ago. It is financed by a Value Linked Loan from the Church Commissioners, and is formally accounted for as the property of the London Diocese of the Church of England. Consequently, it is not treated as an asset of the Parish. In 2017, the PCC acquired 14 Woodside Mansions, Muswell Hill, N10 3NY, a 3-bedroom flat for £680,000. The purchase was enabled by an equity loan of £61,875 from a church member.

6 DEBTORS

	2021 £	2020 £
Income tax recoverable	7,776	8,537
Prepayments and accrued income	2,188	73,529
Property, equipment and deposits	2,197	5,559
	12,161	87,625

7 CASH BALANCES

	2021 £	2020 £
Held by General Fund	230,318	97,782
Held by Capital Fund	78,255	77,228
Held by Special Collections	56,012	44,906
Held by Charitable Giving	53,716	42,964
	418,301	262,880

8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Accruals and deferred income	9,461	8,432
Other creditors	38,159	14,733
Loan - Property Fund	61,875	61,875
	109,495	85,040

As at 31 December 2021, the current liabilities included the equity loan of £61,875 from a church member, for the purchase of 14 Woodside Mansions, Muswell Hill (see Note 5). The equity loan is interest free and unsecured. The earliest repayment date is after the completion of 3 years from purchase i.e. 10 August 2020 and the repayment sum will be based on multiplying the sale proceeds or market value with the 'relevant percentage'.

The relevant percentage which reflects the proportion of equity loan value to purchase price has been agreed as 9% of £687,500 (inclusive of the estimated cost, at the time of purchase (2017) of major repairs, which were completed by the freeholder in 2018).

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2021 Financial Statements

9 FUND DETAILS

The **unrestricted funds** in use in 2021 comprised the General Revenue Fund, into which the majority of the Parish's income is placed, the Charitable Giving, the Capital Fund and the Property Fund to which funds are designated from the General Revenue Fund by the PCC.

The Charitable Giving Fund which is paid away to missions and charities both in the UK and overseas (see note 3 above and 10 below) is funded by transferring 10% of the unrestricted donated income from the General Fund (see Note 2 (a)).

The Capital Fund is used to set aside funds which are earmarked for specific capital projects, such as significant church building fabric repair, major equipment purchase and refurbishment to enhance the buildings at St James.

The Property Fund comprises the assets used for staff accommodation plus any surplus on previous disposals of such property. Amounts otherwise not invested in property are lent to the General Fund on an interest free basis. As at end 2021 the fund balance represents the net assets total referred to in the Balance sheet after netting the 'Equity loan' raised for the purchase of 14 Woodside Mansions, in 2017. Given that this fund is normally fully invested in staff accommodation, it is presented separately from other funds in the balance sheet of St James.

The **restricted funds** comprised the Special Collections Fund. Funds donated for specific purposes or projects as specified by the donor are allocated to the Special Collections Fund. In addition it includes the Vicars Discretionary Fund, the Roof Fund, the Legal Fund, the Winter Night Shelter Fund.

With the exception of the Property Fund, the assets and liabilities of each of these funds are not separately distinguished.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2021 Financial Statements

10 GRANTS & RESTRICTED FUND PAYMENTS

	2021			2020		
	£	£	Total	£	£	Total
	Unrestricted	Restricted (Special Collections)		Unrestricted	Restricted (Special Collections)	
Overseas missions and charities - World Mission Group						
Cambodia, Stewardship - Emma & Michael Kenyon	6,701	5,059	11,760	7,201	7305	14506
Cameroon, Wycliffe Translators - Jane Ingle	6,500	260	6,760	7,157	290	7447
Cameroon, Wycliffe Translators - Jane Ingle (Car purchase, repairs)	-	-	-	3,484	-	3,484
Hungary, Crosslinks - Szilard Tam +	7,000	-	7,000	7,000	-	7,000
Italy, Crosslinks - Forte Torre	1,000	-	1,000	-	-	-
Italy, Crosslinks - JP & S Aranzulla	1,000	-	1,000	1,000	-	1000
Uganda, All Saints Ssanga Church	-	-	-	4,040	-	4040
USA, Emmanuel Anglican Church - Amber & Jim Salladin	6,540	-	6,540	6,540	-	6540
	28,741	5,319	34,060	36,422	7,595	44,017
UK missions and societies - World Mission Group						
Agape UK, Linda & Larry Frisa	3,000	-	3,000	-	-	-
A Rocha International	3,000	-	3,000	3,000	-	3,000
Crosslinks	3,000	-	3,000	3,000	-	3,000
Greater Europe Mission	-	-	-	1,000	-	1,000
Interserve, Paul Bendor-Samuels	3,000	-	3,000	6,500	-	6,500
Interserve, Martin Hickey	1,000	-	1,000	-	-	-
UCCF, Philippa Chambers (prev. with London City Mission)	3,000	-	3,000	4,500	-	4,500
Oakhill College, Swantje Ungerer	-	-	-	2,000	-	2,000
Operation Mobilisation	3,000	-	3,000	3,000	-	3,000
Pathway	6,000	-	6,000	8,000	-	8,000
St. Ann's Church, Tottenham	-	-	-	6,000	-	6,000
Tearfund	-	530	530	6,000	60	6,060
Other £1,000 or under	-	-	-	105	-	105
	25,000	530	25,530	43,105	60	43,165
St James Ministries						
Challenge Group ^	-	530	530	-	-	-
Christmas Experience	-	-	-	-	219	219
Community Café	-	338	338	-	560	560
Equip Conference, Youth Ministry	-	930	930	-	2,665	2,665
Overseas intern in the Children's ministry	-	-	-	600	-	600
Roof-Fund	-	21,620	21,620	-	122,943	122,943
Soup Kitchen, Muswell Hill Baptist Church	-	50	50	-	240	240
Staff leaving gifts	-	2,710	2,710	-	2,166	2,166
Tea-Time Ministry	-	993	993	-	35	35
The Big Weekend, Youth Ministry	-	807	807	-	8,337	8,337
Vicar's Discretionary Fund	-	1,362	1,362	-	2,811	2,811
WAVE Church ^	-	932	933	1,000	5	1,005
Winter Shelter	-	1,526	1,526	-	2,041	2,041
Other £1,000 or under	-	126	126	-	1,338	1,338
	-	31,924	31,924	1,600	143,360	144,960
Total Charitable Payments	53,741	37,773	91,514	81,127	151,015	232,142

^ Challenge Group & Wave church have been brought in to be part of St James' ministries, + Szilard is correctly reported under Overseas missions.

Accounts

Parish Church of St James with St Matthew

St James's Lane

Muswell Hill

London

N10 3DB

Reg. charity 1134716

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

Incumbent:

The Reverend Chris Green

Statutory auditors:

**Lakin Rose Limited
Chartered Accountants
Cambridge CB24 9NL**

Bankers:

**HSBC Bank plc
Muswell Hill
London N10 3RX**

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2020

Pages	Statement	Description
3 - 13	Annual Report	Describes the activities of the PCC and related committees with particular attention to the financial activities of the Parish.
14	Summary of a PCC's Financial Responsibilities	This summarises the financial responsibilities of Parochial Church Councils.
15 - 18	Independent Auditors' Report	Where the auditors give their opinion on these financial statements; in particular, whether they comply with the various accounting rules and regulations applicable to the Parish.
19	Statement of Financial Activities for 2020	This summarises the income and expenditure of the Parish, across all its funds, for the year 2020.
20	Balance Sheet as at 31 December 2020	This sets out the Parish's various assets and liabilities at that date.
21	Cash flow statement for 2020	This summarises the cash flow generated and utilised by various activities during the period.
22 - 27	Notes to the Financial Statements	These provide additional detail on key elements of the Statement of Financial Activities and Balance Sheet.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2020

Background

The PCC of St James with St Matthew has the responsibility, together with the Incumbent, for promoting the whole mission of the Church of England in its local parish. This responsibility covers evangelistic, pastoral, social and ecumenical matters. It also has maintenance responsibilities for the Church building, Parish Centre, Birchwood Centre and the houses occupied by clergy and staff.

The PCC is pleased to present its report for 2020. As a church we have been blessed in so many ways, and God has been a strong helper through the COVID-19 crisis. We continue to see Him at work at St James in all the different ministries and activities and are again so thankful for His hand at work in everything we do, especially where things have been more challenging, and we have had to look at new ways of doing things. I am particularly grateful for the way both staff and volunteers have stepped up to these new challenges over the year. Set out below are a few highlights from the past year, which are expanded in the rest of this report.

COVID-19

The impact of the virus and the lockdown has been profound, even though our parish has perhaps been more lightly affected than many others. All ministries have moved online, which has been both a challenging and creative time. Perhaps most visibly, our Sunday service has been live streamed from the beginning, moving venue several times as the regulations have eased. We now have the technology and a core trained team who will continue to livestream into the future; this means we can continue to connect with our members unable to attend, and also reach out to a wider group. We currently have a base viewership on YouTube of 700-800 each week, often reaching the low thousands. A total of 33 people have filled in digital contact cards during lockdown and these have been tagged so that they can be followed up in person. We are continuing to find ways to engage with our existing members and new attendees, mostly over Zoom, and this has included offering both *Alpha* and *Joining St James* online.

Preaching

We began the year with a series looking at Colossians 1 – 4 and 'Fullness in Christ'. We also worked through the first few questions of the 'New City Catechism' and discussed their application for us in the modern world. Our Lent series focused on evangelism and was titled 'Making Disciples'; In Week 1 the topic was 'Why Discipleship? Head, Hearts and Hands'; Week 2 'A Mind that is Holy and Pleasing'; Week 3 'A Heart of Flesh'; Week 4 'Your Hands are Not Your Own'; Week 5 'When the Good-Time God Goes Away.' - The reading for Easter Day was John 21.

Spring saw a short series called 'Complete Joy' studying the book of 1 John; and in the Summer, we began a series on the subject of 'Together': 'Together Forever' (John 13:34), 'Meeting Together' (Hebrews 10: 25), 'Singing Together' (Ephesians 5:19), 'Praying Together' (James 5:16), 'Learning Together' (Colossians 3:16), 'Suffering Together' (1 Corinthians 12:26), 'Rejoicing Together' (Romans 12:15), 'Serving Together' (Galatians 5:13) and 'Challenging Together' (Hebrews 10:24.)

Our Gift Day was on 20 September 2020 and our Harvest Festival on 27 September, when we also began a study of Daniel. This continued through the Autumn to Advent when we looked at the topic of Incarnation - Faith, Hope and Love were the themes for three of the weeks. On 06 December 2020, our service was led by members of WAVE church.

Monthly Holy Communion services were held either in person or on-line depending on restrictions. When the All-Age Worship service could no longer be held in the church building, it was replaced by a special service for 0-7 year-olds at 3:00pm every Sunday.

Support Team

Throughout the year the Support Team continued to offer the best support possible across all ministry areas. In 2020, there were 350 on the electoral roll. Our DBS Administrator, Jean Airey, supervised the administration of 15 DBS checks: 8 for those working with children and 7 for PCC members (working with children and adults).

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2020

During 2020 there were 2 weddings, 1 infant baptism and 4 funerals (1 in church and 3 off-site). The team continued to administer bookings at the Birchwood Centre, where there were four regular weekly bookings. The income from regular and one-off bookings came to a total of £17,219. Income from bookings for St James Church (not including weddings) was £820.

Staff Changes

There were a few staff changes in 2020. Alex and Lane Jacobsen returned to the States in the Summer, and, because of the pandemic, they were not replaced. We are grateful to the other staff members in the Operations team and volunteers who stepped up to cover their areas of work during this time. Szilard Tam completed his internship and decided to take on a mission assignment, working with Youth ministry with Crosslinks in Hungary. Several members of staff were temporarily furloughed during the year, under the government scheme, and many worked from home.

Midweek Bible Study Groups

A year spent in lockdown has demonstrated the crucial importance of our small group ministries for providing meaningful fellowship and support – both practical and spiritual – to the individual members of our church family.

The leaders of our pastorates, FOCUS and Gather & Send have done a smashing job of moving their groups online and have gone above and beyond to strengthen lines of support and community over the last year. This has sometimes meant rescheduling meeting patterns, placing a new focus on one-to-one support, (which has been permitted more consistently throughout lockdown), or by picking up the phone to one another on a regular basis.

Almost all our existing groups have been able to establish online meetings, sometimes with a bit of ingenuity, for instance when one group member with access to the internet calls another member (with no internet access) on the phone so they can participate that way. A couple of groups with a particularly older age profile have not found it possible to meet online, but they made the most of the summer period out of lockdown and supported one another in other ways. While we are all grateful to have found different ways to continue to 'meet' in some way, there is no doubt that we all look forward to a lightening of restrictions over the coming months.

It is exciting to see that pastorates have in fact grown healthily over the last year, with one whole new group starting just after Easter 2020, and many other groups welcoming new members. In the year ahead we will have to navigate what it means for us to start meeting together in person where now some groups are too big for any one house to accommodate them, and others have members who are scattered too widely to be able to meet easily in person. Please pray for continued creativity and servant-heartedness as we work our way through these developments.

Special Events

Here are some of the highlights from the beginning of the year:

- On Saturday 25 January, the Muswell Hill Churches Prayer Breakfast met at the Methodist Church for the Week of Prayer for Christian Unity.
- On the same day a concert was held to raise money for our Roof fund. This enjoyable event was hosted by Jim Cleverton and Yvette Bonner, members of our congregation and opera singers who have taken leading roles in Europe's major opera houses. During the evening, Jim performed a new aria written for him by English composer Iain Bell.
- Chris ran the SHAPE course at the Vicarage on Thursday 30 January, helping members to discover how God has shaped them to serve Him.

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Year ended 31 December 2020

- A parenting course called 'Wonderfully Made' ran after 'Little Fishes,' our toddler group, to direct parents/carers to the Bible and what it says about raising little ones.
- We were privileged to be joined by author and scholar Dr Peter Williams (Principal of Tyndale House, Cambridge) for a talk and 'question and answer' session over breakfast on Saturday 29 February.
- Following the 11.15am service on Sunday 8 March, families joined together for lunch and teaching on 'Parenting God's Way.' There was also a chance to discuss and share ideas.
- On Saturday 7 March, Paul and Catherine Ellerby led a prayer walk around Osier Crescent and Gilson Place.
- On Saturday 14 March, Chris ran 'Growing Spiritually', a course to develop habits to jump-start spiritual growth.

Music Ministry

Our sung worship has become an integral part of our services over the past year as we have learnt to adapt to the changing times. The music team currently has 24 members, ranging from core instruments, solo instruments, and vocalists. It has been such an encouragement to see the team lead through the past year and pull together as one force.

We have had to be hugely creative over the past year, with bands playing together 'virtually' online and pre-recorded from home. This has given us unique challenges, but together we have provided high quality music each week. We are so grateful especially to those band leaders who each week put together the music for services.

Christmas was naturally a big part of music ministry, with three carol services to run. With both Traditional Carols and Contemporary Carols, the reach was around 2,000 people. These elements were all pre-recorded and completed by the end of November. Our warm thanks go to Ashley and Anna for leading the classical side of music ministry and for Patrick and Abi who have taken on a huge lead in the contemporary music side.

In the current circumstances, we are more limited in what we can do, with a maximum of three band members and one singer. Even so, we are grateful to be able to lead God's people in sung worship of the living God. We are looking forward to being back with full bands in person in the months ahead!

Community Ministry

Community Café numbers were steady with between 40 and 65 people coming until March. When the pandemic began, we quickly moved on to Zoom where we have between 15-20 regular attendees joining weekly. Many of our previous attendees struggle with technology and we also do not have their details due to the drop-in nature of Community Café. In good weather, we were able to meet outside on a Thursday in socially distanced groups as well. On Zoom, we still do a 'Thought for the Day' and 'words of comfort from the Bible' slot; and a quiz (or similar) each week to draw the whole group together. For many of the attendees the café is still a highlight of their week; we know they so miss the way it was run but have adapted to Zoom.

Besom in Haringey has had an encouraging year despite Covid, delivering 35 hampers over Christmas to families in Haringey. It is good to be able to do some van runs due to the nature of the charity and welcoming a new member on to the operations team.

Haringey Churches Winter Night Shelter (Overnight Respite) ran up until mid-March. This initiative continued to attract considerable interest from local volunteers not otherwise connected with church, as well as from St James members who gave a huge amount of time, love and money. There was always a wonderful sense of community and friendship among the guests and the team. We finished two weeks

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prior to social distancing regulations and most guests had positive outcomes. This season (December 2020-March 2021) the shelter is being run at Holy Innocents Church in Hornsey and the monetary donations given from appeal for this in November have been given to All People All Places.

The Muswell Hill Soup Kitchen continued to meet a huge need. St James stepped down from serving practically in March, but there was considerable financial support towards the purchase of a £75K van and many people donated tins and money towards this vital work. The Soup Kitchen also featured in our carol services and two other services this year, giving a real spotlight to this front-line work.

TeaTime, our community group for seniors, continued to meet until March when the team began pastorally supporting our attendees. Sadly, some of our much-loved TeaTimers died during the pandemic. We shall miss them. In September we began lunchtime concerts for seniors, all socially distanced with a thought for the day. Unfortunately, these could not continue when lockdown restrictions came into force, but for a short time they were a valued way of meeting together again. We also ran a special screening of the Traditional Carol service for TeaTimers.

Challenge Group - In March, Celia Webster created a What's App group so that members of Challenge Group could support one another. Hannah, Head of Community Ministries, made many pastoral doorstep visits to families who needed to see a friendly face. In the summer, members met, socially distanced, in the park; from September, the Challenge Group was officially allowed to meet in the church building as a 'support group', continuing vital help for 'additional-needs' families facing many challenging situations.

Other: St James has been publicising the work of The Selby Centre in Tottenham and encouraging members to donate practically to the needs there. During the first lockdown, our church family came together to support one another through phone calls, practical shopping, doorstep visits and other ways. Over Christmas, once again, the church family helped to support one another at a time when many were isolated.

Wave

Wave's purpose is to encourage and enable places of genuine inclusion in communities.

Places where people, with and without learning disabilities, can comfortably socialise, work or worship together, and grow in mutual confidence and friendship.

Bringing people together has obviously been a challenge in these Covid-restricted times but we've worked hard to keep the connections strong, while also focusing on our mission to **encourage** and **enable** more mixed ability friendships in more communities. In Muswell Hill, the **Challenge Group** has continued to support parents and carers of babies or toddlers with additional needs (through doorstep visits, a WhatsApp group and outdoor meetings) until government regulations allowed restarting as a support group.

The monthly **Wave Church Muswell Hill** has gone online, and we regularly have 50+ people joining us, including some from farther afield who have relished the opportunity for genuinely inclusive worship not available to them locally. During Advent a team from Wave Church led the St James morning service and introduced the congregation to the power of worshipping via Makaton signing during times when we can't sing in church.

Our sister organisation, **Wave Cafe** (a separate charitable organisation but with the same inclusive ethos), has run daily Zoom meets and letter writing to keep and encourage personal connections between people of all abilities.

The umbrella organisation of Wave, officially called **Wave for Change** is now keen to connect with individuals and groups outside Muswell Hill who share our passion for genuine inclusion – for doing things **With and Not For** each other. Thanks to many generous donations, we're starting work on '**Wave in a Box**', a project to share our experience and help mixed ability groups create inclusive activities in their own churches and communities. You can keep up to date with our progress at wave-for-change.org.uk

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Finally, we remain truly thankful to all the people who make Wave possible – those who support us with practical help, financially and in prayer. At the moment we especially welcome prayers for the recruitment of paid and voluntary people to join our long-standing volunteer team.

Children's Ministry

After March 2020's initial scramble to create online safeguarding policies, overcome the technical and methodological challenges of Zoom, and experiment with the format and timings of these sessions to find something that worked online, we eventually settled on a structure. Alice was placed on furlough during the first lockdown and Ashley had home-schooling to contend with, but together with our amazing volunteer team and Alex Williams as intern, we were determined to keep connected with families and support them as best as we could. In September 2020, we reopened some of our in-person groups and services for children, but continued to offer online options, which gave us easy options to fall back onto during subsequent lockdowns. The pattern that resulted was:

9:30am - Zoom for 4-10s. This functioned both for when in person groups were permitted and for when they weren't. The time slot meant that leaders and parents could still watch/attend the 10:30am service and join Zoom Coffee. Like a watch party, the children watched the week's video together and then discussed it and enjoyed related activities together. Initially the video and Zoom discussion were separate events but bringing them together helped motivate and focus the children on learning from home and enabled us to see one another. These typically had 10-12 children take part, with a minimum of 2 leaders from a pool of 6-8.

10:30am - Children's groups in the building for 4-10s and children with additional needs– When these were permitted to run (so far 7 Sundays in Sep-Oct 2020 and 2 Sundays in Dec 2020) we've run Promiseland and PL+ with limited capacity split into small groups. We set our rooms up in a COVID safe, classroom style (helping children to maintain 2m distancing). We used the same video as the online group, so everyone had the same lesson. They typically had attendance between 15-20 children and required 7-10 leaders.

3:00pm - Younger children's service. Initially, for the Little Fishes and Promiseland Junior age children we produced short story and song time videos on YouTube. As church buildings began to reopen, groups for under 5s were still not permitted to open-up, but services were (including family services) and we wanted to have something specifically aimed at younger children who found mixed-aged Zooms less than ideal. Sitting in family groups, this service used drama, songs, craft and activities to teach a simple Bible story or truth to children. When we were able to, we ran these services in the building, but otherwise, they were on Zoom. These typically had between 5-10 families take part with 2-6 team members.

Catchup – If people did not attend the session, they could watch our teaching videos on YouTube anytime for both the morning and afternoon sessions.

Collaborating with others - Working online gave us the opportunity to partner with other churches, regardless of location, to produce a series of online family services for Good Friday, VE Day, and the early summer. In the school summer holidays, we worked with three other churches in Muswell Hill to offer the 'Lark in the Ark' story trail. Thirdly, also working with others, we created a new series Sunday school curriculum called 'Jude's Sunday Gang' which is now available on the web for people to use more widely.

Support groups - Bumps and Babes is classified as a support group for new mums and has been able to continue from early summer 2020 onwards. Though the numbers have been smaller, it has been a lifeline to some who have been mainly isolated at home with a newborn.

Though many of our usual events could not take place, we did manage to have a Light Party Movie night in person on 31 October and to deliver Christingle packs to around 100 families' homes so they could participate in our Family Carol Service online.

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Partnering with parents has never been so sharply in focus. Without parental involvement, children would not have been able to participate. Zoom lacks appeal to children, particularly compared to face-to-face interaction at school. With more than 200 children on our books, keeping in touch has been a challenge and we are turning to parents to help support and encourage other parents. We look forward to the time when face-to-face ministry can fully resume, though we know there will be challenges of encouraging some families, who we've not had much contact with for a year, back into the church. Our vision is that every child would feel, even during this time, that they belong, that they are known and loved, and have good life-long friends at St James. 2020 has made this a huge challenge, but when we all play a part in being disciple-making disciples, and helping each other to follow Jesus, we believe children can still be growing in their love for him and one another.

Youth Ministry

St James Youth seeks to partner with parents to make young disciples. That is us in a nutshell and it flavours everything we do.

God has been so kind to us this past year, even with the changing times we're living in. Young people have been saved and built up in following Jesus. Numbers have steadily declined over the year due to the pandemic and some young people were not engaging particularly well with constant online groups and school.

We have been constantly reshaping our groups and structures to continue fulfilling our vision and to better serve families and young people, including focusing on refining each of our regular groups to make them the best they can possibly be. We have made a few changes in how they run, the structure they follow, and content taught. Regular 'week-in week-out' discipleship does not always look the most glamorous, but it is certainly the best thing we can do. Consequently, we have raised the profile of one-to-one discipleship amongst young people, where adults regularly read the Bible and share life with young people. What a brilliant example of church family in action!

Alongside this, a few big events form parts of our discipleship goal. The Big Weekend 2020 saw 80 young people and leaders delve into the book of Exodus and its impact on everyday life in the 21st century. Numerous young people took huge strides in their faith.

Together with St James Kids, the Equip conference ran for its fourth year, this time online, reaching Youth and Children's workers from 50+ UK churches. This is a great training day for our teams but also acts as a huge blessing to the churches who brought their teams along. It has been such a blessing to have Anya on the team as Youth Minister for two years now to work alongside Dave. This year we have not had a Ministry Intern placed in Youth Ministry.

We are so grateful to God for an incredible team of leaders he has provided us with. We have high expectations for our teams, who commit to training, praying, and serving every week at our groups. This means we have a good core team who can disciple young people within our small group structure. With London being so transient, we are constantly recruiting new team members to fulfil our goal of having a leader to young person ratio of 1:3 – a ratio that is hard to hit, but important for this deeply relational ministry. Please do pray for our ongoing recruitment.

For 2021, we are focusing on partnering with parents. We have already held several parenting lunches where families can share lunch together, followed by provision of childcare and teaching and discussion for parents and carers. This has been a huge blessing to families within the church and is something we would ideally like to continue this year, with Parenting God's Way being held once per term. We are also busy putting together some resources to encourage parents as the primary disciplers of their children as well as connecting parents by introducing year group WhatsApp groups. Another focus will be rebuilding our groups when we are allowed back in person, including a heavy emphasis on evangelism. The best way for us to do that is by growing disciple-making disciples. The young people are the ones in the schools who have the contacts and know the culture best. They are the best way of us reaching out. Big events are great, and will certainly play a part, but the steady long-term training of young people to be fearless followers of Jesus in reaching their friends for him will be our focus. To this end, Youth Cafe started in September 2019 and attracted around 20-30 young people each week, many

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of whom have no previous contact with the Gospel or church or who have been invited by their Christian friend. This is an exciting ministry and one we would like to relaunch when we are able.

The challenge for us now is to work out how best to move on from online ministry to being back in person which, in one sense, provides a brilliant opportunity to reshape everything we do. As the scriptures say, 'Unless God builds his house, the workers labour in vain'. Please join with us in praying for God to work in the hearts of our young people. Praise him too for all his goodness to us over the past year.

St James Primary School

2020 was a challenging year for all places of learning and St James Primary School was no exception. Thanks however to extraordinary efforts from the Senior Leadership Team, headed by Ms O'Brien and teachers, the school rose to the challenge of remote learning for the 2020 summer term and the return to schools for autumn. Sadly, none of the regular assemblies in church could take place, and the pupils were missed for Easter, the end of the school year, harvest and Christmas. But clergy, kids and youth workers were all involved in filming video assemblies to be played in classroom; and an innovative filming of "O Christmas Tree" featuring all classes was one of the highlights of the St James traditional carol service. Mark continues to be the clergy representative as school governor, and after many years of dedicated service, Janet Owen has stepped down and Keith Guthrie is now the PCC Governor.

Evangelism

Lockdown arrived in the middle of our 2020 Lent Course on personal discipleship. One of the areas we were challenged to think about is how often we discuss our faith with other people, not only with other Christians, but with those who do not know God's love for themselves. Sadly, we did not finish the course, and so we missed the opportunity to discover from across the church family how much we are talking about our trust in Jesus. This is something we would like to revisit.

In 2020 we ran the Alpha course entirely online and chose to split it in two halves. It was a brand-new experience for everyone, but despite some challenges, all those who attended, valued it. Faith was strengthened and seeds sown. Due to this success, online courses will remain part of our menu of evangelism into the future. In 2021 we will think about how best to use social media and short videos to reach out to those curious about Jesus, and to help church members to do so with their friends. Ultimately, as we have seen, personal relationships and invitations will always win out over purely digital interactions.

West Haringey Deanery Synod

East and West Haringey Deaneries underwent a reorganisation at the latter end of 2020 and are now Haringey Deanery. The Area Dean is Rev Ian Booth, St Michaels, Wood Green.

Church Leadership and Oversight

PCC

<i>Incumbent:</i>	Revd Chris Green (Vicar)
<i>Other ministers:</i>	Revd Mark Murthen (Associate Vicar) Revd Phil Mullins (Associate Vicar)
<i>Wardens:</i>	Ian Roberts Alison Vincent
<i>Other representatives on the Deanery Synod (in addition to the Wardens):</i>	

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Year ended 31 December 2020

Jane Davidson -stood down 19.10.20 Gillian Dunkeld Ajay Gohil David Williams Gina Titheridge Caroline Streets-Law	
<i>Other members, all elected unless otherwise indicated:</i>	
Sue Picano -stood down 19.10.20 Eric Ortlund - stood down 19.10.20 Clare Davey - stood down 19.10.20 Michael Bleakley - stood down 19.10.20 Richard Brueton Benamina Bolton Patrick Haines Lydia Bartlett May Mak Helen Watts	Katherine Adams - elected 19.10.20 Michael Dufour - elected 19.10.20 Steve Sexauer - elected 19.10.20 Jo Hutchinson - elected 19.10.20 Andrea Bleakley - elected 19.10.20 Seb Butter (Honorary Treasurer, ex-officio) Carolyn Ritchie (Safeguarding Officer, ex-officio)

PCC Sub-Committees

The PCC operates through a number of sub-committees, which meet between full meetings of the PCC. These sub-committees comprised the following people since the Annual Parochial Church Meeting ("APCM") in October 2020 (see the 2019 Annual Report and Financial Statements for sub-committee membership up to that date):

Standing Committee

This committee has responsibility to transact the necessary business of the PCC between its meetings, subject to any directions given by the Council. It comprised Chris Green (Vicar) Chair, Mark Murthen (Associate Vicar), Phil Mullins (Associate Vicar), Ian Roberts (Church Warden), Alison Vincent (Church Warden), Seb Butter (Hon Treasurer) and Andrea Bleakley.

Finance Committee

This committee oversees the financial affairs of the parish, by monitoring income and expenditure, cash flow, budgeting, accounting, and setting the fund-raising targets for the parish. Its members comprised John Waters (Chair), Seb Butter, Jonathan Thornton, Gina Titheridge, Tim Bartlett and Alison Tyndall.

Buildings Committee

The Buildings Committee is responsible for maintaining the parish church itself, and all its associated buildings, including staff housing. Its members comprised Chris Law (Chair), Gill Brazier (Vice Chair), Ian Roberts, Louise Spalding, Hannah Davies, Ben McFarlane, James Lea and Nigel Young.

World Mission Group

The World Mission Group is responsible for developing mission links outside the parish, and the distribution of the bulk of the funds set aside for mission giving (10% of the parish's unrestricted donation income is designated for mission giving.) Its members comprised Stephen Booth (Chair), Richard Bird, Richard Brueton, Deborah Kiwanuka, Clare Davey, Gina Titheridge, Alex Jacobsen, Esther Sharma and Steve Sexauer.

PCC Activity in 2020

The PCC met in January, March, May, July and September. At the delayed Annual Meeting (APCM) in October, it approved the 2019 Annual Report and Financial Statements, and the Financial Budget for 2020. One other meeting was held in November. At each meeting, the PCC spent time looking at the Bible, praying and conducting normal business including updates on buildings work, World Mission

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Group and finance, as well as safeguarding and data protection. Throughout the year the various PCC Sub-Committees met regularly between the PCC meetings.

Our Patrons, the Diocese of London and Common Fund

We continue to enjoy an open and productive relationship with the Patrons of the Church, The Bishop of Edmonton, and the Church Pastoral Aid Society. The Common Fund we pay to the Diocese of London fully covers the direct costs of employing our Vicar, and in addition contributes to other costs of the Diocese of London. Our contribution to the Common Fund in 2020 was £85,200.

Finance

The Finance Committee of St James remained consistent in its membership throughout the whole of 2020, with six people serving. The committee continued to review the financial structure of the church, and in doing so met formally three times during the year.

Owing to the material changes caused by the pandemic/Covid 19, the committee was closely involved in a reforecasting exercise at the end of the first quarter, and ongoing monitoring against this new plan for the remainder of the year. As a result of this planning, continued generous support from the members, and use of certain government assistance schemes, the church has had a satisfactory financial result for the year. The General Fund achieved a surplus of £56,259 for the year compared with the surplus of just over £50,000 in 2019. This brings the retained amount within the General Fund to £201,753 as at 31 December 2020, and thus a significant step closer to the medium-term financial objectives set by the committee.

The budget set for 2021 is very challenging, reflecting continued global difficulties, an end to government assistance, and return of costs that were temporarily paused in 2020. As normal it shows a deficit before factoring one-off gift receipts, and as such will require the support of members once again.

Buildings Committee

The Buildings Committee met twice in person before lock-down in 2020 and twice online. As at 31 December 2020, membership consisted of Chris Law (Chair), Gill Brazier (Vice Chair), Ian Roberts (Church Warden), Louise Spalding, James Lea and Nigel Young. Our thanks go to Hannah Davies and Ben McFarlane, who stood down during 2020 after moving away from the parish. We will look for new members once Covid restrictions are lifted.

The principal project for the year was 'Raising the Roof,' the re-roofing of the south aisle in-line with the quinquennial inspections. First, funds needed to be raised, as the inspections had highlighted that both side aisles and the chapel roof needed to be completely renovated and re-roofed. The Raise the Roof fund raised £150,000 after the initial pilot project determined the deficiencies in the construction make-up of the roof in 2019. Neither roof had been refurbished since the church was built in the early 1900s. After severe rains it was decided to switch phase 1 from the north aisle to the south aisle as the water penetration was worst at this point. Ablett Architects were appointed architects and Ashford and Cranbrook, well known in the field of roof construction, were appointed contractors, having won the tender for the pilot project, and having done a good job on the same.

A pre-contract site meeting was held on Tuesday 21 July and work on erecting the scaffolding began on Tuesday 11 August 2020. It was clear it was going to be a tricky job to carry out during Covid lockdown restrictions. It was hoped works would be complete just before Christmas 2020. Our thanks go to Gill Brazier, who managed this project on behalf of the church with the professionalism and dedication of her many years as a structural engineer in the City. The major works were complete just before Christmas and the scaffold was removed in late January 2021. New stonework and new Welsh slates were fitted throughout, to provide a long-lasting legacy for the next 100 years. The overall cost to the church was in budget at £125,000. There are already funds of about £25,000 towards Phase 2, which will be commenced when the remaining funds are raised.

Parish Church of St James with St Matthew, Muswell Hill

Year ended 31 December 2020

It is good to know that we have created a valuable and committed team of project manager (Gill Brazier), Architect (Ablett Architects) and contractor (Ashford and Cranbrook) to be able to carry out these works so efficiently and effectively.

Other notable works during the year were:

1. Replacement boiler for the Church Centre
2. Major tree works to the Birchwood Centre adjoining trees
3. Birchwood Centre guttering Repairs
4. Works to parish property and staff accommodation

In addition to general maintenance of the church buildings and the Birchwood Centre, St. James has a number of parish staff properties which require maintenance and updates to make sure they are suitable for our staff. This includes regular maintenance of boilers and lightning conductors, undertaking gas and electrical appliance tests and fire assessments, electrical certification, gutter cleaning, and general repairs.

Our thanks go to the members of the Buildings Committee for their time, experience, and expertise as well as to the Churchwardens and to Anand Achuthan, Leona Akass, and the other members of operations team for their hard work, keeping the church buildings and Birchwood Centre functioning and to the gardening team (ably led by Caroline Streets) for keeping the grounds looking so attractive.

It has been a tricky year under the trying circumstances of Covid-19 but incredible things have been achieved, for which we thank the Lord for His provision and goodness.

World Mission Group

In 2020 the World Mission Group (WMG) distributed just over £80,000 to mission partners and organisations. We were able to increase the support we provided to many mission partners, including Jane Ingle in Cameroon, the Kenyons in Cambodia and Emmanuel Church, New York – where Jim Salladin is pastor. We were delighted to be able to provide additional funding to Wycliffe to purchase a second-hand vehicle for Jane, ensuring she has reliable transport for some difficult journeys. We were in touch with most of our mission partners to ascertain whether COVID-19 has caused financial distress. An additional £2,000 was given to Pathway to ensure they are well positioned for when schools re-open. We also temporarily increased our giving to the Bendor-Samuels, who are seconded to OCMS from Interserve, to see them through a period of significant change in their key donors.

New mission partners who came on board during 2020 include a previous intern at St. James, Szilard Tam, who is now back in Hungary with Crosslinks. We also added A Rocha, a global charity that combines a strong Christian ethos with carefully selected conservation projects. St. James congregation member Graham Wright is a Trustee of A Rocha International, and the organisation is recovering from the loss of three key leaders who passed away in a tragic car accident in late 2019.

We were greatly encouraged to see the new building at Ssanga in Uganda reach completion. The WMG has invested £18,000 in multiple stages over 3 years to accelerate the completion of this building project. This is alongside sacrificial contributions from the congregation itself, who had already built the walls without external financial assistance. In 2020 the WMG also made final support payments to Philippa Chambers who has completed her term with London City Mission, reaching out to Muslim families in East London, and to Swantje Ungerer, another previous intern who is completing her final year at Oak Hill.

The WMG has been mindful of a reserve balance that has accumulated over prior years in the Charitable Giving Fund. Additional one-off donations approaching £20,000 were made in the year to deplete the reserve, including donations to St. Ann's in Tottenham and TearFund in Afghanistan. The Charitable Giving Fund now reflects deferred initiatives that involved overseas travel, together with a balance retained for contingency purposes so we can respond promptly to urgent need amongst our

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2020

mission partners. The PCC has also encouraged the WMG to nurture new mission partners from within the congregation, which requires the WMG to retain some financial flexibility. A full financial review accounting for the accumulated reserve was provided to the Finance and Standing Committees during the year.

Safeguarding

The PCC adopted the 2020 Parish Safeguarding Policy Statement and the Safeguarding Audit and Action Plan in July. The Audit and Action Plan were for the calendar year 2019, and by the end of 2020 St James had completed all the actions; these related to Safeguarding training for relevant officers, DBS (Disclosure and Barring Service) checks for PCC members (including Deanery Synod Members), and secure storage for Safeguarding documents.

To further promote a safe and welcoming environment, child-friendly posters were put in lavatory cubicles throughout the church. WAVE Church joined as a 'New Expression' in the autumn and so now comes under St James for Safeguarding.

Governance, Internal Control, and Risk Management

It is through the various committees and sub-committees that the PCC has addressed the key operational and financial control requirements of the Parish. St James is subject to the full accounting and auditing requirements established by UK law and practice. In addition, the PCC and staff team have addressed some of the non-financial risks associated with the activities of the church, such as Child Protection policy and the health and safety of its employees, members, visitors and contractors. They have established appropriate risk management policies and procedures, including where necessary, appropriate insurance cover.

The PCC is grateful for the considerable efforts of volunteers for its successful operation. Without that help, the church would not be able to carry out its many and varied ministries and neither would we as individuals have opportunity to serve our Lord God as he would have us.

Going Concern

Now that the effect of global conditions is well understood, the budget set for 2021, and beyond, incorporates the known situations for the foreseeable future.

The church continues to be in a fortunate position in regard to its regular income, in that the vast majority is received in electronic form, and thus the non-availability of its premises provides limited downside. Furthermore, any discretionary spend has been scrutinized and paused if possible, especially in the first half of 2021 as lockdown is forecast to continue. In 2020 these measures ensured that the financial position of the church was preserved very well.

Based on the analysis performed, and the results to date, including the church's high level of electronic income and the level of ability to reduce costs rapidly, we are satisfied that the church has adequate resources to continue in operational existence for the foreseeable future and is able to meet its liabilities as they fall due.

Auditors

Lakin Rose Limited acted as auditors during the year. A resolution for their re-appointment will be put forward at the 2021 APCM, as required by law.

On behalf of the PCC



Revd Chris Green (Vicar)
29 March 2021

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2020

Summary of a Parochial Church Council's Financial Responsibilities:

1.	The PCC shall prepare accounts of the ecclesiastical parish and be accountable in particular to all whose names are on the electoral roll (<i>Church Accounting Regulations 2006</i>).
2.	Every PCC shall furnish to the Annual Parochial Church Meeting the audited accounts of the council for the years ending 31 December immediately preceding the meeting and an audited statement of the funds and property, if any, remaining at that date (<i>Parochial Church Councils (Powers) Measure 1956</i>).
3.	The charity trustees (<i>for which read PCCs</i>) shall ensure that accounting records are kept in respect of the charity which is sufficient to show and explain all the charity's transactions (<i>Charities Act 2011, Part VIII Charity Accounts, Reports and Returns, Section 130 Accounting records</i>).

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2020

Opinion

We have audited the financial statements of Parish Church of St James with St Matthew (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the balance sheet, the statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the PCC members' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the PCC members with respect to going concern are described in the relevant sections of this report.

**INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2020**

Other information

The PCC members are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the PCC members' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of PCC members

As explained more fully in the PCC members' responsibilities statement, the PCC members are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the PCC members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the PCC members are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the PCC members either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

**INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2020**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the sector, control environment and charity performance,
- results of our enquiries of management about their own identification and assessment of the risks of irregularities
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations.
- the matters discussed among the audit engagement team and involving relevant internal specialists regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in relation to revenue recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. We identified no such laws and regulations applicable to the charity.

Audit response to risks identified

As a result of performing the above, we identified revenue recognition as a key audit risk related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements,

Parish Church of St James with St Matthew, Muswell Hill
Year ended 31 December 2020

INDEPENDENT AUDITORS' REPORT TO THE PCC OF ST JAMES WITH ST MATTHEW
FOR THE YEAR ENDED 31 DECEMBER 2020

- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance;
- obtained an understanding of provisions and held discussions with management to understand the basis of recognition or non-recognition of provisions; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members including internal specialists, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of our report

This report is made solely to the PCC members, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the PCC members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the PCC members, as a body, for our audit work, for this report, or for the opinions we have formed.



Lakin Rose Limited

Chartered Accountants
Statutory Auditors

Vision Park
Histon
Cambridge
CB24 9NL

Date: 7 April 2021

Parish Church of St James with St Matthew, Muswell Hill
Statement of Financial activities for the year ended 31 December 2020

		UNRESTRICTED				RESTRICTED	TOTAL	
		General Fund	Capital Fund	Charitable Giving	Property Fund	Total	Special Collection Fund	
		£	£	£	£	£	£	2020 £
								2019 £
INCOME AND ENDOWMENTS FROM								
Donations	Note 2(a)	638,192	-	-	-	638,192	113,442	751,634
Legacies	Note 2(b)	-	70,228	-	-	70,228	-	70,228
Other trading activities	Note 2(c)	42,715	-	-	-	42,715	-	65,361
Other	Note 2(d)	27,613	-	-	-	27,613	-	44,157
TOTAL		708,520	70,228	-	-	778,748	113,442	892,190
EXPENDITURE ON:								
CHARITABLE ACTIVITIES								
Grants	Note 3(a)	-	-	81,127	-	81,127	151,015	232,142
Activities directly relating to the work of St James's	Note 3(b)	474,986	-	-	25,779	500,765	-	582,151
Church management and administration	Note 3(c)	109,256	-	-	-	109,256	-	129,913
Governance costs	Note 3(d)	4,200	-	-	-	4,200	-	3,999
TOTAL		588,442	-	81,127	25,779	695,348	151,015	846,363
NET INCOME/ (EXPENDITURE)		120,078	70,228	(81,127)	(25,779)	83,400	(37,573)	61,097
Transfers between funds:								
To the Charitable Giving Fund	Note 9	(63,819)	-	63,819	-	-	-	-
NET MOVEMENT OF FUNDS		56,259	70,228	(17,308)	(25,779)	83,400	(37,573)	61,097
RECONCILIATION OF FUNDS								
TOTAL FUNDS BROUGHT FORWARD		145,494	7,000	60,272	1,021,928	1,234,694	82,479	1,256,076
TOTAL FUNDS CARRIED FORWARD		201,753	77,228	42,964	996,149	1,318,094	44,906	1,317,173

Parish Church of St James with St Matthew, Muswell Hill
Balance sheet as at 31 December 2020

	Note	2020			2019		
		Property Fund	Other Funds	Total Funds	Property Fund	Other Funds	Total Funds
		£	£	£	£	£	£
FIXED ASSETS							
Tangible fixed assets	5	1,058,024	39,511	1,097,535	1,083,803	45,659	1,129,462
CURRENT ASSETS							
Debtors	6	-	87,625	87,625	-	27,751	27,751
Cash at bank and in hand	7	-	262,880	262,880	-	250,551	250,551
		-	350,505	350,505	-	278,302	278,302
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR							
	8	(61,875)	(23,165)	(85,040)	(61,875)	(28,716)	(90,591)
NET CURRENT ASSETS							
		(61,875)	327,340	265,465	(61,875)	249,586	187,711
NET ASSETS							
		996,149	366,851	1,363,000	1,021,928	295,245	1,317,173
FUNDS							
Unrestricted		996,149	321,945	1,318,094	1,021,928	212,766	1,234,694
Restricted		-	44,906	44,906	-	82,479	82,479
		996,149	366,851	1,363,000	1,021,928	295,245	1,317,173

Approved by the PCC on 29 March 2021, and signed on its behalf by:



Revd Chris Green (Chair)



Seb Butter (Honorary Treasurer)

The notes on pages 21 to 27 form part of these financial statements.

Parish Church of St James with St Matthew, Muswell Hill 2020 Cash flow statement

Statement of cash flows

Table 1

	2020	2019	Note
	£	£	
Cash flows from operating activities:			
<i>Net Cash provided by (used in) operating activities</i>	(1,406)	66,347	(Table 2 below)
Cash flows from investing activities:			
Dividends, interest and rents from investments	24,602	32,067	
Proceeds from the sale of property, plant and equipment	-	-	
Purchase of property, plant and equipment	(10,867)	(50,989)	
Proceeds from sale of investments	-	-	
Purchase of investments	-	-	
<i>Net Cash provided by (used in) investing activities</i>	13,735	(18,922)	
Cash flows from financing activities:			
Repayments of borrowing	-	-	
Cash inflows from new borrowing	-	-	
Receipt of endowment	-	-	
<i>Net cash provided by (used in) financing activities</i>	-	-	
<i>Change in cash and cash equivalents in the reporting period</i>	12,329	47,425	
Cash and cash equivalents at the beginning of the reporting period	250,551	203,126	(Table 3 below)
Cash and cash equivalents due to exchange rate movements	-	-	
<i>Cash and cash equivalents at the end of the reporting period</i>	262,880	250,551	(Table 3 below)

Reconciliation of net movement to net cash flows from operating activities

Table 2

	2020	2019
	£	£
<i>Net movement in funds for the reporting period (as per the statement of financial activities)</i>	45,827	61,097
Adjustment for:		
Depreciation charges	42,794	42,559
Dividends, interest and rents from investments	(24,602)	(32,067)
Loss/(profit) on the sale of fixed assets	-	-
(Increase)/decrease in stocks	-	-
(Increase)/decrease in debtors	(59,874)	(14,004)
Increase/(decrease) in creditors	(5,551)	8,762
<i>Net cash provided by (used in) operating activities</i>	(1,406)	66,347

Analysis of cash and cash equivalents

Table 3

	2020	2019
	£	£
Cash in hand	262,880	250,551
Notice deposits (less than 30 days)	-	-
Overdraft facility repayable on demand	-	-
Total cash and cash equivalents	262,880	250,551

Parish Church of St James with St Matthew, Muswell Hill

Notes to the 2020 Financial Statements

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities SORP (FRS 102)" effective 01 January 2019. They have been prepared under the historical cost convention. The Parish Church of St James with St Matthew meets the definition of a public benefit entity under FRS102.

Fund accounting

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

The accounts include all transactions, assets and liabilities for 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.

Incoming resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Income from investments and other income

Interest entitlements (including any tax recoverable thereon) are accounted for as they accrue. Rental income from the letting of the church premises or related property is recognised when the rental is due.

Resources used

Grants and donations

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Common Fund is accounted for when payable. Any amount unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets

Consecrated and inalienable land and buildings, movable church furnishings

Consecrated and beneficed property is excluded from the accounts as per the Charities Act 2011. In the case of this Parish, the properties excluded by this section are the Church, the Parish Centre, the land surrounding both and the Vicarage.

The Birchwood Memorial Hall is the subject of a separate trust dating back to the early 1900s, the sole custodian trustee of which is a Diocesan body. The Church is allowed to use the Hall for Church activities, as directed by the Church Wardens for the time being but has no other rights to the building. It is regarded therefore as inalienable property of the Church. As no reliable cost information is available, and conventional valuation methods lack

sufficient reliability and would involve cost which far outweigh the benefit such a valuation could provide in the circumstances, no valuation is provided for this property in these financial statements.

The costs of maintaining and using this property are treated as expenses of the General Fund, and expensed or capitalised (as relevant) as incurred.

No value is placed on movable church furnishings held by the Church Wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Staff housing and other property

Freehold or leasehold property required to be accounted for by the PCC are included in these financial statements at market values estimated in 1998, in accordance with the SORP. These values were reviewed in 2000 and considered by the PCC to continue to be appropriate valuations for the purposes of these financial statements. Maintenance expenditure is written off as incurred.

Land and buildings are not revalued upwards unless there are exceptional reasons for so doing. This is because, in the PCC's view

- i. the presentational and other benefits of formally revaluing such properties outweigh the cost and effort of obtaining appropriate valuations
- ii. these buildings comprise residential property in Muswell Hill, whose market value is and has historically been substantially higher than the values at which these properties are currently recognised in these financial statements.

Any permanent diminution in the value of these properties, as evidenced by formal or informal valuations drawn up by or on behalf of the PCC, below that at which these properties are recognised in these financial statements, however, is appropriately provided for.

Depreciation has been provided on these properties based upon an expected useful life of 50 years.

Other fixtures, fittings and office equipment

Equipment purchased and used within Parish premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £1,000 (excluding VAT) or less are written off when the asset is acquired.

Current assets

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

Short-term deposits include cash held on deposit either with the Central Board of Finance Church of England Funds or at the bank.

Taxation

As a charity, the Parish of St James with St Matthew, Muswell Hill is exempt from tax on income and gains falling within sections 521-536 of the Income Tax Act 2007 to the extent that these are applied to its charitable objectives. No tax charges have arisen in either the current or preceding year.

Parish Church of St James with St Matthew, Muswell Hill
Notes to the 2020 Financial Statements

2 INCOME AND ENDOWMENTS FROM:

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2020	2019
	£	£	£	£
2(a) Incoming resources from donors				
Planned giving:				
Gift Aid donations	434,994	51,222	486,216	429,331
Income tax recoverable on Gift Aid donations	110,188	12,805	122,993	110,432
Other planned giving	70,618	4,320	74,938	64,657
Service collections	6,630	230	6,860	34,361
Other donations	15,762	44,865	60,627	147,852
	<u>638,192</u>	<u>113,442</u>	<u>751,634</u>	<u>786,633</u>
2(b) Other voluntary incoming resources				
Legacies	70,228	-	70,228	-
	<u>70,228</u>	<u>-</u>	<u>70,228</u>	<u>-</u>
2(c) Income from operating activities to further the PCC's objectives				
Birchwood Hall lettings (includes Church hire income)	18,174	-	18,174	30,431
Rental	23,889	-	23,889	31,820
Service fees	652	-	652	3,110
	<u>42,715</u>	<u>-</u>	<u>42,715</u>	<u>65,361</u>
2(d) Other ordinary incoming resources				
Interest income	713	-	713	247
Insurance proceeds	-	-	-	23,180
Other income *	26,900	-	26,900	20,730
	<u>27,613</u>	<u>-</u>	<u>27,613</u>	<u>44,157</u>
TOTAL INCOMING RESOURCES	<u>778,748</u>	<u>113,442</u>	<u>892,190</u>	<u>896,151</u>

* Includes a sum of £13,065 received as grant through HMRC's Job retention scheme (Covid-19) from Apr - Oct 2020.

**3 EXPENDITURE ON:
CHARITABLE ACTIVITIES**

	ANALYSIS BY FUND		TOTAL FUNDS	
	Unrestricted	Restricted	2020	2019
	£	£	£	£
3(a) Grants				
Missionary and charitable giving (see 10 below):				
Overseas Church and Charities	29,422	7,595	37,017	36,324
UK missions and societies (incl. St James ministries)	51,705	143,420	195,125	82,667
	<u>81,127</u>	<u>151,015</u>	<u>232,142</u>	<u>118,991</u>
3(b) Activities directly relating to the work of the Church				
Diocesan Common Fund	85,200	-	85,200	82,800
Staff and ministry costs	227,861	-	227,861	251,658
Church property expenses	181,725	-	181,725	243,618
Costs of services	5,979	-	5,979	4,075
	<u>500,765</u>	<u>-</u>	<u>500,765</u>	<u>582,151</u>
3(c) Church management and administration				
Office expenditure	37,353	-	37,353	51,308
Staff and lay assistance costs	71,750	-	71,750	78,450
Bank charges	153	-	153	155
	<u>109,256</u>	<u>-</u>	<u>109,256</u>	<u>129,913</u>
3(c) Church management and administration				
Audit fees	4,200	-	4,200	3,999
	<u>4,200</u>	<u>-</u>	<u>4,200</u>	<u>3,999</u>
TOTAL RESOURCES USED	<u>695,348</u>	<u>151,015</u>	<u>846,363</u>	<u>835,054</u>

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4 STAFF AND RELATED COSTS

The Diocesan Common Fund payment covers all salary and pension costs of the one permanent clergy position at St James's Church as at the beginning of 2020. The salary and pension costs of the other two clergy are paid by the PCC through the Diocese as 'Off Common Fund' positions. In addition, the housing and other employment related costs for the above positions are paid directly by the PCC and are included in Staff and Ministry costs above. These positions are full time, and each clergy member is by right a member of the PCC.

The Church also employs other staff, in ministry and support posts. All employment costs are reviewed annually. Clergy and other staff costs, excluding Diocesan Common Fund but including staff property depreciation, may be summarised as follows:

	2020	2019
	£	£
Wages and salaries (including expense reimbursements, training, etc)	252,984	269,202
Social security costs	10,884	11,089
Pension costs	4,941	4,367
Housing costs (including repairs and maintenance)	77,224	98,034
	<u>346,033</u>	<u>382,692</u>

Excluding the three permanent clergy posts, the average number of other employees working over 16 hours per week, analysed by function, was as follows:

	No.	No.
Activities directly relating to the work of the Church	6	6
Church management and administration	3	3
	<u>9</u>	<u>9</u>

Of those employees, none earned more than £60,000 in the year.

Transactions with PCC members and related parties:

Employees are appointed on merit and are paid salaries commensurate with responsibilities on scales after due review by designated members of the PCC.

No elected members of the PCC were also employees concurrently during 2020. No salary was paid to PCC members who were also employees concurrently, for 2019 (previous year).

The following transactions were undertaken with PCC members or related parties, all figures are inclusive of VAT if applicable:

- The clergy members of the PCC were provided allowances to assist with payment of utility bills, cleaning, gardening bills etc. The amounts for 2020/2019 are as follows: Chris Green - £4,909/ £5,334; Mark Murthen - £899/£2,075 Phil Mullins - £2,279/ £3,087.

- In 2020, St James staff did not receive salary increase through the annual pay review. Accordingly, David Cornes' (Youth Minister) pay and benefits were not increased over 2019 levels. David is the fiancé of Katherine Adams. Katherine became a PCC member in October 2020.

The PCC members receive no remuneration except as outlined above.

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Notes to the 2020 Financial Statements

5 FIXED ASSETS FOR USE BY THE PCC

	Land and buildings Freehold £	Leasehold £	Plant and equipment £	Motor vehicles £	Total £
<i>Tangible fixed assets</i>					
Gross book value					
At 1 January 2020	494,040	794,887	192,144	-	1,481,071
Additions	-	-	10,867	-	10,867
Disposals	-	-	(9,032)	-	(9,032)
At 31 December 2020	494,040	794,887	193,979	-	1,482,906
Depreciation					
At 1 January 2020	128,512	76,612	146,485	-	351,609
Charge for year	9,881	15,898	17,015	-	42,794
Disposals	-	-	(9,032)	-	(9,032)
At 31 December 2020	138,393	92,510	154,468	-	385,371
Net book value					
At 31 December 2019	365,528	718,275	45,659	-	1,129,462
At 31 December 2020	355,647	702,377	39,511	-	1,097,535

As at 31 December 2020 the freehold land and buildings included staff housing located at 67, St James's Lane, Muswell Hill. The Children's Room (Jimmy Peppiatt Room) was constructed in 2012 on non-consecrated land and has therefore been included within freehold property. The consecrated church building is shown in the books of the Diocese.

The leasehold land and buildings comprised the staff housing at 176B Muswell Hill Road. The Parish also occupies the property at 8 St James's Lane. This property cost £193,750 a number of years ago. It is financed by a Value Linked Loan from the Church Commissioners, and is formally accounted for as the property of the London Diocese of the Church of England. Consequently, it is not treated as an asset of the Parish. In 2017, the PCC acquired 14 Woodside Mansions, Muswell Hill, N10 3NY, a 3-bedroom flat for £680,000. The purchase was enabled by an equity loan of £61,875 from a church member.

6 DEBTORS

	2020 £	2019 £
Income tax recoverable	8,537	8,396
Prepayments and accrued income	73,529	13,072
Property, equipment and deposits	5,559	6,283
	87,625	27,751

7 CASH BALANCES

	2020 £	2019 £
Held by General Fund	97,782	100,800
Held by Capital Fund	77,228	7,000
Held by Special Collections	44,906	82,479
Held by Charitable Giving	42,964	60,272
	262,880	250,551

8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Accruals and deferred income	8,432	6,143
Other creditors	14,733	22,573
Loan - Property Fund	61,875	61,875
	85,040	90,591

As at 31 December 2020, the current liabilities included the equity loan of £61,875 from a church member, for the purchase of 14 Woodside Mansions, Muswell Hill (see Note 5). The equity loan is interest free and unsecured. The earliest repayment is after the completion of 3 years from purchase i.e. 10 August 2020 and the repayment sum will be based on multiplying the sale proceeds or market value with the relevant percentage.

The relevant percentage which reflects the proportion of the equity loan value to purchase price has been agreed as 9% of £687,500 (inclusive of the estimated cost at the time of purchase (2017) of the major repairs, which were completed by the freeholder in 2018).

9 FUND DETAILS

The **unrestricted funds** in 2020 comprised the General Revenue Fund, into which the majority of the Parish's income is placed, the Charitable Giving Fund, the Capital Fund and Property Fund to which funds are designated from the General Revenue Fund by the PCC.

The Charitable Giving Fund which is paid away to missions and charities both in the UK and overseas (see note 3 above and 10 below) is funded by transferring 10% of the unrestricted donated income from the General Fund (see Note 2 (a)).

The Capital Fund is used to set aside funds which are earmarked for specific capital projects, such as significant church building fabric repair, major equipment purchase and refurbishment to enhance the buildings at St James.

The Property Fund comprised the assets used for staff accommodation plus any surplus on previous disposals of such property. Amounts otherwise not invested in property are lent to the General Fund on an interest free basis. As at the end of 2020 the fund balance represented the net assets total referred to in the Balance Sheet after netting the equity loan raised for the purchase of 14 Woodside Mansions in 2017. Given that this fund is normally fully invested in staff accommodation, it is presented separately from other funds in the Balance Sheet of St James.

The **restricted funds** comprised the Special Collections Fund. Funds donated for specific purposes or projects as specified by the donor are allocated to the Special Collections Fund. In addition it includes the Vicar's Discretionary Fund, the Roof Fund, the Legal Fund and the Winter Night Shelter Fund.

With the exception of the Property Fund, the assets and liabilities of each of these funds are not separately distinguished.

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Notes to the 2020 Financial Statements

10 GRANTS & RESTRICTED FUND PAYMENTS

	2020			2019		
	£	£		£	£	
	Unrestricted	Restricted (Special Collections)	Total	Unrestricted	Restricted (Special Collections)	Total
Overseas Church and charities - World Mission Group						
Cambodia, Stewardship - Emma & Michael Kenyon	7,201	7,305	14,506	6,139	8,475	14,614
Cameroon, Wycliffe Translators - Jane Ingle	7,157	290	7,447	6,000	630	6,630
Cameroon, Wycliffe Translators - Jane Ingle (Car purchase, repairs)	3,484	-	3,484	-	-	-
Italy, Crosslinks - JP & S Aranzulla	1,000	-	1,000	1,000	-	1,000
Uganda, All Saints Ssanga Church	4,040	-	4,040	8,040	-	8,040
USA, Emmanuel Anglican Church - Amber & Jim Salladin	6,540	-	6,540	6,040	-	6,040
	29,422	7,595	37,017	27,219	9,105	36,324
UK missions and societies - World Mission Group						
A Rocha International	3,000	-	3,000	-	1,035	1,035
All Nations Christian College, Huseyin Bayir	-	-	-	1,054	-	1,054
Crosslinks	3,000	-	3,000	3,000	-	3,000
Crosslinks, Szilard Tam	7,000	-	7,000	-	-	-
Greater Europe Mission	1,000	-	1,000	2,400	-	2,400
Heather Payne	-	-	-	3,000	-	3,000
Interserve, Paul Bendor-Samuels	6,500	-	6,500	3,000	-	3,000
London City Mission, Philippa Chambers	4,500	-	4,500	4,000	-	4,000
Oakhill College, Swantje Ungerer	2,000	-	2,000	2,000	-	2,000
Operation Mobilisation	3,000	-	3,000	3,000	-	3,000
Pathway	8,000	-	8,000	1,000	-	1,000
Pathway, Niki Evans	-	-	-	5,000	-	5,000
St. Ann's Church, Tottenham	6,000	-	6,000	-	-	-
Tear Fund - Afghanistan	6,000	60	6,060	-	-	-
WAVE Church	1,000	5	1,005	-	-	-
Other £1,000 or under	105	-	105	633	-	633
	51,105	65	51,170	28,087	1,035	29,122
St James Ministries						
Christmas Experience	-	219	219	-	3,349	3,349
Church (Women's) Weekend, De Vere Venues	-	-	-	-	11,639	11,639
Community Café	-	560	560	-	2,035	2,035
Equip Conference, Youth Ministry	-	2,665	2,665	-	2,288	2,288
GC3 -Great Commission, Commandment, City	-	-	-	-	641	641
Holiday Club	-	-	-	-	2,668	2,668
Overseas intern in the Children's ministry	600	-	600	800	-	800
Piano Fund	-	-	-	-	2,090	2,090
Roof-Fund	-	122,943	122,943	-	7,614	7,614
Soup Kitchen, Muswell Hill Baptist Church	-	240	240	-	140	140
Staff leaving gifts	-	2,166	2,166	-	2,057	2,057
Tea-Time Ministry	-	35	35	-	1,594	1,594
The Big Weekend, Youth Ministry	-	8,337	8,337	-	10,577	10,577
Vicar's Discretionary Fund	-	2,811	2,811	-	-	-
Winter Shelter	-	2,041	2,041	-	2,836	2,836
Other £1,000 or under	-	1,338	1,338	-	3,217	3,217
	600	143,355	143,955	800	52,745	53,545
Total Charitable Payments	81,127	151,015	232,142	56,106	62,885	118,991