

The Parochial Church Council of the Ecclesiastical Parish of  
St Helen with Holy Trinity, Kensington

## Annual Report and Financial Statements For the year ended 31 December 2022

St Helen's is a UK registered charity, number 1134830



St Helen's Church  
NORTH KENSINGTON

## 1. Legal and Administrative Information

<b>Charity Name</b>	The Parochial Church Council of the Ecclesiastical Parish of St Helen with Holy Trinity, Kensington (St Helen's North Kensington)
<b>Charity registration number</b>	1134830
<b>Governing Documents</b>	Parochial Church Councils (Powers) Measure 1956 as amended; Church Representation Rules - contained in Schedule 1 to the Church Representation and Ministers Measure 2019 (No. 1).
<b>Independent Examiners</b>	Stewardship Services (UKET) Ltd, 1 Lamb's Passage, London, EC1Y 8A
<b>Bank</b>	HSBC, 69 Pall Mall, London, SW1Y 5EY
<b>Correspondence Address</b>	St Helen's Church St Helen's Gardens London W10 6LP
<b>Telephone</b>	020 8968 7807
<b>Email</b>	<a href="mailto:info@sthelenschurch.org.uk">info@sthelenschurch.org.uk</a>
<b>Website</b>	<a href="http://www.sthelenschurch.org.uk">www.sthelenschurch.org.uk</a>
<b>Context</b>	St Helen's Church is situated in North Kensington and, as part of the Church of England, is located in the Diocese of London.
<b>Incumbent</b>	Rev Steve Divall, St Helen's Vicarage, St Helen's Gardens, London, W10 6LP
<b>Other staff member</b>	Sasha Kumari    Part-Time Administrator (9 hours per week)

### Trustees / PCC Members serving during 2022

Role	Name	Note
Incumbent / PCC Chair	Rev Steve Divall	
Deanery Synod Member	Oness Williams	From 2020 APCM to 2023 APCM
Elected Members	Michelle Wu	Elected 2020 APCM to 2023 APCM
	Emrita Popoola	Elected 2021 APCM to 2024 APCM
	Gifty Ofori	Elected 2021 APCM to 2024 APCM
	Jennifer Brown	Elected 2021 APCM to 2024 APCM
	Timothy Wells	Elected 2022 APCM to 2025 APCM

### Responsibilities of Trustees

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the PCC, which meets regularly to monitor the activities of the charity. Responsibility for the day-to-day operations of the charity is delegated to the incumbent.

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

### Statutory Duties

In pursuing the aims described in this report the Trustees can confirm that they have:

- had due regard to the Charity Commission's public benefit guidance, as required by the Charities (Accounts and Reports) Regulations
- complied with their duty under Section 5 of the Safeguarding & Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

It is our intention that no one starts a role with children, youth, or vulnerable adults before they have received appropriate training and been taken through the DBS process. The Diocese has produced a basic level e-learning safeguarding training tool, which we ask all volunteers, staff and PCC to do. A copy of our safeguarding policy is on our website and also held within the church office.

## 2. Aims and Purposes

The charity is responsible for co-operating with the incumbent in promoting, to the ecclesiastical parish, the whole mission of the church – pastoral, evangelistic, social and ecumenical.

The PCC is also responsible for maintaining certain church property situated within the parish, namely:

- St Helen's Church and Hall

## 3. Vision 2023-2028

In the Spring and the Autumn the PCC met, together with other church members who were interested, to clarify our Vision and articulate a fresh Mission Action Plan for the following five years. Revd Jonathan Rust joined us on both occasions to facilitate our discussion. We arrived at the following statement:

### Vision Statement

St Helen's Church is a vibrant, all-age community which loves Jesus, and welcomes all. We seek to grow deeper into God as we hear, receive and respond to his word; to be a prayerful church, where we support one another, grow as disciples, share the gospel, and reach out and care for the wider community; and to be a church growing in number, youth, and leadership across the ages.

As part of the Church of England and the Diocese of London we seek to play our part in Capital Vision 2030: *For Every Londoner to Encounter the Love of God in Christ.*

### Priorities for 2023-2028

Goals in four key areas have been identified:

#### Prayer

Develop a culture of prayer at St Helen's such that by 2026, 70% of regular members report that they are regularly praying privately, and 35% are attending prayer meetings/partnerships.

#### Outreach

Help at least 68\* people who are not currently members of the church hear the good news of Jesus each year and for at least 7\* people to be personally invited each time we run an enquirers course.

#### Pastoral Care

Establish a pastoral care structure during 2023 (drawing on lessons learnt during lockdown) so that every member of the Electoral Roll is included, whether currently attending on Sundays or not.

#### Developing Leaders And Volunteers

By the end of 2024, offer each regular church member the opportunity to serve, together with appropriate training. In 2025 50% of committed members will identifiably be involved in active service, increasing to 70% by the end of the MAP period.

\*68 is the number of members of the Electoral Roll at time of writing

\*7 is the number of PCC members at time of writing

[These two numbers will be updated each year after the Annual Meeting]

We will pursue these priorities over the next five years as we seek to be a church with Loves God and Loves People.

## **4. What we did in 2022**

### *4.1 Ministry Review*

We began 2022 eager to make the most of the year to start to meet in person once more, to re-engage with both church members and our wider community, as well as to 'bank' some of the learning we did during the Lockdowns. During the year:

- We met each Sunday and continued to stream services on YouTube
- Three 'Life Groups' enabled people to deepen friendships, support one another and grow as disciples. Two of these met in person. One via Zoom.
- A small group met each Thursday for online prayer, via Zoom.
  - Four people started to lead services for the first time as we sought to release and equip more people in ministry.
- Along with other local churches, we contributed to the planning of the 5th anniversary service of the Grenfell fire at Westminster Abbey and some of us attended the service
- We conducted two weddings and took one of the couples through marriage preparation
- We hosted an evening of bringing and sharing food together with a Ceilidh once the COVID restrictions had lifted
- We hosted a Big Lunch Street Party for the Queen's Platinum Jubilee in June, to bring the community together, funded by a grant from RBKC's 'City Living Local Life'. This exceeded our expectations in its effectiveness, as a result of a Royal visitation from the now Prince and Princess of Wales.
- We used the church building to host All Souls' Church's 'Prom Praise', live from the Albert Hall, and then again to allow the community to gather for her late majesty Queen Elizabeth funeral. Both were attended by a mixture of regular church members and neighbours and friends from the community
- We also opened a book of condolence for the late Queen which is available at the back of church
- We made our Parish Room available for 'Warm Wednesdays' during December afternoons
- We allocated over £3,500 to give to our mission partners both to invest in Gospel ministry and to meet immediate needs. (Some was given during the course of the year, but because of an administrative oversight the majority will be given in 2023).

#### *4.1.1 Cornhill students*

We continued to have students placed with us from the Cornhill Training Scheme. We covered their living and travel costs (with a grant from a The Rock Foundation covering approximately half of the overall amount).

Dinesh Khadka was with us from Nepal from September 2021-July 2022 and Bay Zie, who also arrived in September 2021, from Myanmar, is due to be with us until July 2023. Their placement included the opportunity to preach (approximately once per term), involvement in Life Group, helping with the Children's ministry and some practical work to help the church function. Bay Zie has also been able to use his musical gifts to lead and bless us on Sundays.

### *4.2 PCC Review*

- PCC members completed the Church of England's online safeguarding training module.
- A rent review was conducted for the tenants of the church flat in consultation with the local estate agent in order to achieve a fair market rent
- We reviewed our payments to Harvey a long time gardener and are now paying above the London living wage to everybody who works for the church in a paid capacity. Registration to follow.

- We saw the opportunity of the £90K back payment of rent that followed the conclusion of the previous rent review to think about employing another pastoral worker and were given permission to offer a curacy to Mark Selby from Summer 2023 to Summer 2026.
- As well as leading the church in refreshing our vision, we watched several videos prepared by the Church of England Evangelical Council to help us reflect on the Living In Love And Faith process and in preparation for the General Synod debate in February 2023.

## **5. Mission Partners**

Our mission partners are Notting Hill Churches Homeless Concern (the 240 Project); Churches Together in Notting Hill; Glass Door (formerly West London Churches Homeless Concern); London City Mission (ministering to 'The Last, The Least and The Lost' throughout London); UCCF London (student work); Eden London (youth work), Rose of Sharon (mission and ministry in rural South Africa). In addition we bought £33 worth of emergency food to help neighbours in need and gave £250 to Crosslinks to contribute to a new Laptop for Zablon Kihara, one of our former Cornhill students.

## **6. Financial Review**

During the year, income increased by £25,012 to £232,101, while expenditure also increased by £21,631 to £181,589 – resulting in a surplus of £50,512. As a result, the cash held by the charity increased from £228,333 to £278,844, of which £97,404 is undesignated and unrestricted and can be used for any charitable purpose.

## **7. Reserves Policy**

The PCC has determined that the charity should aim to hold unrestricted cash of no less than £60,000 (which equates to approximately three months' unrestricted expenditure), so that the charity could continue to operate should income and/or expenditure vary adversely. At the year end, the charity held unrestricted, undesignated cash of £97K.

## **8. Quinquennial Inspection / Building Maintenance**

The major work completed was to give all six of the flat roofs a new waterproof layer, with an expected life of in the region of 20 years

Routine maintenance on the boilers and building was also conducted.

## **9. Structure, Governance and Management**

Each area of the church's life and ministry falls under the oversight of the Vicar, PCC and staff team. The PCC draws on the blessings of the skills of many members of our church family beyond the PCC in order to help it meet its responsibilities.

### ***9.1 Parochial Church Council (PCC)***

The PCC is a body corporate established by the Church of England and operates under the Parochial Church Council (Powers) Measure and the Church Representation Rules. Members of the PCC are either ex-officio; elected representatives of Deanery Synod; or elected at the Annual Parochial Church Meeting (APCM).

The ex-officio members of the PCC are:

- the Vicar (PCC Chair)

- ordinarily two churchwardens – elected each year at the meeting of parishioners, however this year we carried vacancies

Elections to the Kensington Deanery Synod take place every three years with the next election due to be conducted at our 2023 annual meeting. Mr Oness Williams is our current Deanery Synod representative. Rev Steve Divall is also a member of Deanery Synod.

PCC members are responsible for making decisions on all matters of general concern to the parish including deciding how the funds of the PCC are to be spent. All PCC members are trustees of the charity. Elected PCC members serve for a three-year term, with three elected members standing down each year. All eligible church attendees are encouraged to register on the Electoral Roll.

Prior to the APCM, the congregation is informed of the forthcoming election to the PCC and the Deanery Synod. People are encouraged to stand for election and/or to nominate others. The congregation is informed of resulting appointments immediately following the election. Ongoing training is available to members of the PCC, particularly in areas of their responsibilities as trustees such as finance and child protection.

#### *9.2 Standing Committee*

This is the only committee required by statute. It has power to transact the business of the PCC between full Council meetings, subject to any directions given by the Council. Its membership is determined by the PCC and ordinarily comprises the vicar, PCC secretary, treasurer, and the two churchwardens. In light of vacancies in all of these positions, excepting that of the vicar, there were no Standing Committee meetings in 2022.

### **10. Approval**

This report was approved by the trustees and signed on their behalf by Steve Divall (PCC Chair) on 30 March 2023.

*Steve Divall*

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF

### THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST HELEN WITH HOLY TRINITY, KENSINGTON

I report to the trustees on my examination of the accounts of The Parochial Church Council of The Ecclesiastical Parish of St Helen with Holy Trinity, Kensington ('the charity') for the year ended 31 December 2022 on pages 8 to 11 following.

#### **Responsibilities and basis of report**

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect: 1. accounting records were not kept in accordance with section 130 of the 2011 Act; or  
2. the accounts do not accord with the accounting records.

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

*S Crispin*

Sarah Crispin ACA  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 11 April 2023

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST HELEN WITH HOLY TRINITY, KENSINGTON**

**RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted Funds			2022 £	2021 £
		General Funds £	Designated Funds £	Restricted Funds £		
<b><i>Income receipts</i></b>						
Voluntary receipts	2(a)	39,554	-	9,136	48,690	70,892
Fundraising income	2(b)	-	-	-	-	-
Investment income	2(c)	404	-	-	404	37
Church activities	2(d)	183,007	-	-	183,007	136,160
<b><i>Total receipts</i></b>		<u>222,965</u>	<u>-</u>	<u>9,136</u>	<u>232,101</u>	<u>207,089</u>
<b>Payments</b>						
Church activities	3(a)	100,839	-	11,554	112,393	125,727
Church expenses	3(b)	35,235	-	3,136	38,372	26,919
Major Capital Expenditure	3(c)	2,265	28,560	-	30,825	7,313
<b><i>Total payments</i></b>		<u>138,339</u>	<u>28,560</u>	<u>14,690</u>	<u>181,589</u>	<u>159,958</u>
Net of receipts/(payments) before transfers		84,626	(28,560)	(5,554)	50,512	47,131
Transfers between funds		(90,000)	90,000	-	-	-
<b>Net movement in funds</b>		(5,734)	61,440	(5,554)	50,512	47,131
Cash funds as at last year end		102,778	120,000	5,554	228,332	181,203
<b>Cash funds at this year end</b>	A	<u>97,404</u>	<u>181,440</u>	<u>-</u>	<u>278,844</u>	<u>228,334</u>

The notes on pages 10-11 form part of these accounts.

**THE PCC OF ST HELEN WITH HOLY TRINITY, KENSINGTON**

**STATEMENT OF ASSETS AND LIABILITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

	<u>Unrestricted Funds</u>		Restricted funds	2022 £	2021 £
	General funds £	Designated funds £			
<b>A Cash funds</b>					
Cash at bank with immediate access	97,369	157,229	-	254,598	204,435
Notice deposits		24,211	-	24,211	23,897
Petty cash	35	-	-	35	2
	<b>97,404</b>	<b>181,440</b>	<b>-</b>	<b>278,844</b>	<b>228,333</b>
<b>B Other monetary assets</b>					
Gift aid due to charity	6,500	-	-	6,500	-
	<b>6,500</b>	<b>-</b>	<b>-</b>	<b>6,500</b>	<b>-</b>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Delayed Giving	3,207	-	-	3,207	-
Independent Examination	1,175	-	-	1,175	-
<b>Total</b>	<b>4,382</b>	<b>-</b>	<b>-</b>	<b>4,382</b>	<b>-</b>

The accounts were approved by the trustees and signed on their behalf by:

*Steve Divall*

Steve Divall (PCC Chair)

Date: 30th March 2023

The notes on pages 10-11 form part of these accounts.

**THE PCC OF ST HELEN WITH HOLY TRINITY, KENSINGTON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

**1 Accounting policies**

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

		<u>Unrestricted Funds</u>			
		General funds	Designated funds	Restricted Funds	Total
		£	£	£	£
					2022
					2021
					£
<b>2 a) Voluntary income</b>					
Planned giving	24731	-	-	24,731	18,399
Collections at services	2491	-	-	2,491	6,766
Other donations	2373	-	-	2,373	6,289
Gift aid recovered	9958	-	-	9,958	
Legacies	-	-	-	-	
Other grants	-	-	9136	9,136	39,438
	<u>39,554</u>	<u>-</u>	<u>9,136</u>	<u>48,690</u>	<u>70,892</u>
<b>b) Fundraising income</b>					
	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>c) Investment income</b>					
	404	-	-	404	37
	<u>404</u>	<u>-</u>	<u>-</u>	<u>404</u>	<u>37</u>
<b>d) Church activities</b>					
Fees for weddings and funerals	1311	-	-	1,311	1,237
Rental Income	139319	-	-	139,319	123,390
Utility reimbursement	42376	-	-	42,376	
Other incoming resources	-	-	-	-	11,533
	<u>183,007</u>	<u>-</u>	<u>-</u>	<u>183,007</u>	<u>136,160</u>

**THE PCC OF ST HELEN WITH HOLY TRINITY, KENSINGTON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

	<u>Unrestricted Funds</u>		Restricted Funds	Total 2022	Total 2021
	General funds	Designated funds			
	£	£	£	£	£
<b>3 a) Church Activities</b>					
Mission Giving and Charitable Grants & Donations	1,283	-	-	1,283	3,558
Parish Share plus Fees due	85,200	-	-	85,200	86,792
Salaries, wages, honorariums	12,685	-	11,554	24,239	33,885
Expenses	1,671	-	-	1,671	1,492
	<u>100,839</u>	<u>-</u>	<u>11,554</u>	<u>112,393</u>	<u>125,727</u>
Rev Steve Divall (the clergy member of the PCC) receives a stipend from the Diocese; the cost of this stipend is not included in the above payroll cost however it should be noted that some of the Parish share is used to pay the stipend and provide accommodation (which is customary for clergy). Steve Divall also incurred expenses whilst serving as clergy and these costs are also disclosed in the above note.					
<b>b) Church Expenses</b>					
Mission and evangelism costs	359	-	-	359	124
Church running expenses	16,646	-	-	16,646	18,611
Utility bills	16,601	-	2,641	19,242	6,498
Costs of trading	1,628	-	-	1,628	1,336
Other outgoing resources	2	-	495	497	350
	<u>35,235</u>	<u>-</u>	<u>3,136</u>	<u>38,372</u>	<u>26,919</u>
<b>c) Major Capital Expenditure</b>					
Major repairs to the church building	2,265	28,560	-	30,825	7,313
Major repairs to the church hall	-	-	-	-	-
New building work	-	-	-	-	-
	<u>2,265</u>	<u>28,560</u>	<u>-</u>	<u>30,825</u>	<u>7,313</u>

**4 Movement on designated, restricted and endowment funds**

	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
<b>General funds</b>	102,778	222,965	(138,339)	(90,000)	97,404
<b>Designated funds</b>					
Building Development fund	70,000	-	(28,560)	-	41,440
Emergency Building fund	50,000	-	-	-	50,000
Curate fund	-	-	-	90,000	90,000
	<u>120,000</u>	<u>-</u>	<u>(28,560)</u>	<u>90,000</u>	<u>181,440</u>
<b>Restricted funds</b>					
Cornhill Students Grants	5,554	6,000	(11,554)	-	-
Utility Costs Grant	-	2,641	(2,641)	-	-
Royal Jubilee Grant	-	495	(495)	-	-
	<u>5,554</u>	<u>9,136</u>	<u>(14,690)</u>	<u>-</u>	<u>-</u>
<b>Total funds</b>	<u>228,332</u>	<u>232,101</u>	<u>(181,589)</u>	<u>-</u>	<u>278,844</u>

The transfer from general funds to a designated 'Curate Fund' is to set aside funds for future Curate costs and represents approximately half the cost of a curate from 2023-2026