

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST FRANCIS OF ASSISI, WEST WICKHAM

England & Wales - Charity number 1134856

Details

Other names ST FRANCIS PCC, WEST WICKHAM

Status Registered

Legal form Previously excepted

Registered 2010-03-11

Register [View on the Charity Commission register](#)

Contact

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Ravenswood Avenue
West Wickham
Kent
BR4 0PW

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Email hazelos58@gmail.com

Website www.stfranciswestwickham.co.uk

Activities

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

Activities: The promotion of the whole mission of the church: evangelical, pastoral, social and ecumenical with the provision of varied public worship, teaching Christianity through small groups and courses, taking assembly in schools, involvement with churches together in cafe church and other activities. Visiting sick and bereaved, providing activities for parents, carers, baby/toddler and youth. Use of chu

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£87,154	£86,454	-	-
2023-12-31	£82,456	£81,161	-	-
2022-12-31	£75,870	£77,267	-	-
2021-12-31	£69,106	£71,254	-	-
2020-12-31	£58,743	£84,879	-	-

Trustees

Name	Role	Appointed
Rev Matthew James Drummond	Chair	2025-09-23
BARBARA ANN GOODCHILD		2011-12-31
DAVID CHRISTOPHER WADA		
Gillian Challenger		2025-04-27
Gillian Kehoe		2025-04-27
Gillian Taylor-Ingle		2025-04-27
Jacqueline Turner		2025-04-27
Kim Teare		2025-04-27
LESLEY RUTH EAST		2012-05-01
Marion Barry		2025-04-27
NICHOLA JANE NIGHTINGALE		2012-04-06
ROWENA GRIFFITHS		2025-04-27
Rev RICHARD THOMAS FORD		2015-08-03
SHEILA HAWKINS		2018-04-15

Accounts

**ST FRANCIS OF ASSISI CHURCH
RAVENSWOOD AVENUE
WEST WICKHAM, KENT BR4 0PW
(CHARITY NO: 1134856)**

**ANNUAL REPORT &
FINANCIAL STATEMENT
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2024**

INCUMBENT: VACANT

BANK:

**CAF BANK LTD
25 Kings Hill Avenue, Kings Hill
West Malling, Kent ME19 4JQ**

INDEPENDENT EXAMINER:

Mr Neil Tullis A.C.A.

St Francis of Assisi West Wickham Annual Report 2024

Background:

St Francis is part of the United Benefice of St Mary of Nazareth and St Francis of Assisi, West Wickham, with each church having their own PCC. We are also in a Group Ministry with St John the Baptist, West Wickham. The Parochial Church Council (PCC) is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure, and is a registered charity. It has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the church and hall buildings and grounds with the buildings being insured by Ecclesiastical Insurance. The PCC met 5 times in 2024 plus one joint meeting with St Mary's of Nazareth PCC with an average attendance of 70%.

Membership:

Members of the PCC are either ex-officio, co-opted or elected by the APCM in accordance with the Church Representation Rules. Members are elected to serve for 3 years.

Vicar	Parish in Interregnum
Assistant Priests	Rev. Richard Ford and Ven. Carol Coslett
SPAs	Mrs Lesley East and Mrs Rowena Griffiths
Churchwardens	Dr Kate Dyer and Mrs Valerie Hamilton
Treasurer	Mr David Wada
Reader	-
Secretary	Mrs Nichola Nightingale
Deanery Synod Representatives:	Mrs Marion Barry and Mrs Sheila Hawkins

Elected Members:

Until APCM (2025):	Mrs Gillian Challenger, Mrs Joan Burford
Until APCM (2026):	Mrs Barbara Goodchild
Until APCM (2027):	Mr Roger Dyer, Mrs Kim Teare, Ms Jacqueline Turner

Co-Opted Members:

Until APCM (2025):	Mr Matt Thompson (Youth Club)
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Committees:

The PCC operates through two Committees which meet between full meetings of the PCC:

- Standing Committee: this is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any direction by the Council.
- Hall Committee: has responsibility for the management and maintenance of the hall.

Church Attendance:

There are 82 on the Electoral Roll. The average weekly in-person attendance was 61 counted during October, with 41 views for an on-line service shown jointly with St Mary's.

Ministry and Mission Report - 2024

St Francis of Assisi Church in West Wickham is part of a united benefice, together with St Mary's church. We follow a pattern of three services on a Sunday morning, with the main service at St Francis' being at 10.45am. On one Sunday each month (normally the first Sunday) there is a joint service at 10am, which alternates where it is held, and on the second Sunday the service is normally non-eucharistic with a variety of themes, such as Christian Aid, Songs of Praise or Mothering Sunday. From Easter this year we began to distribute communion using the common cup, and from November intinction was discontinued. Following the resignation of our Vicar, Rev Hazel O'Sullivan, we are currently in a Vacancy with many in both churches taking on additional roles. Church and Community came together for a special service, a lunch and a community tea to thank Hazel for her service and to wish her well for the future.

The choir are part the congregation for most services, singing together from the back of the church. However, where we have a joint service, they join with St Mary's choir back in the chancel.

Our on-line presence, streamed from both church buildings continues. This, together with pastoral visiting in person and by telephone for those who are housebound, ensures that we keep in touch with the whole of our community. Our ministry to young families continues mostly through a monthly Messy Church with an average congregation of 25 made up of children, accompanying adults, and a supporting team which are invaluable in enabling Messy Church to continue. We have reconfigured and improved our children's area and continued to provide weekly activities for children on Sunday mornings.

Our ministry is founded on prayer, and a corporate Morning Prayer is held on Wednesdays at St Francis and Thursdays at St Mary's, as well as on-line reflections being sent by email to many in the congregation on six days in the week. St Francis' Church is also open for private prayer on a Wednesday morning. Additionally, in September a group started to pray for growth in the Church on a weekly basis.

During the current interregnum we are blessed to have Rev Richard Ford as Assistant Priest and the Ven. Carol Coslett, who works in encouraging lay ministry at the Diocese of Southwark, as an Assistant Priest, being licensed to the united benefice.

We have continued with the community garden for referrals from GP social prescribers, which operated in conjunction with St John's Church, West Wickham, and creation-tide services for both the Sunday congregations and Messy Church.

We also continue with much of our community support, including collecting for Bromley Homeless Starter Packs, facilitating regular donations for local Foodbanks with High Street collection dates in the year and a specific collection for Christmas hampers and a weekly warm space in the winter months.

We have promoted the work of the diocesan Modern Slavery Advisors via a presentation to our Women's Group and a presentation to the congregations on Safeguarding Sunday and a presence at our Christmas Tree Festival.

Other regular activities include:

- Regular community lunches four times a year at St Francis' and monthly at St Mary's
- Three home groups met, mostly bi-weekly, throughout the year, with an additional group for Lent
- Our youth group continues to thrive and meets weekly during term time
- A monthly Saturday coffee morning on the first Saturday of each month with the August coffee morning being held for all volunteers in both St Francis and St Mary's
- Monthly lunchtime recitals during May – September

This year there have been a significant number of deaths across the united benefice and we continue to support the bereaved, including holding an annual Memorial Service in November.

Once again, we held a Christmas Tree Festival in December, well supported by community and church organisations and raising money for 'Welcare in Bromley'. We also opened the church on the evening of the West Wickham Christmas Lights switch-on and provided a quiet, reflective space for families. We also held two music concerts: Croydon Male Voice Choir and 'Finding Neverland' a selection of musical theatre songs followed by afternoon tea.

The West Wickham Choir is supported by many in our congregation, and they held a concert in July, raising money for charity and they staged the Big Christmas Sing in December, which raised money for Christian Aid.

Our connection with other local community groups has been strengthened this year through the following support:

- The 7th West Wickham Scout Group held their carol service at St Francis and attended our Harvest Festival and St George's Day service. The Squirrels who meet on a Sunday morning in term time and join with many of our non-eucharistic services for a time at the end continue to grow. The Squirrels also joined with us on Remembrance Sunday.
- A visit by students from Glebe School, a special educational school, in January 2025. Oak Lodge School and Wickham Common School held their Christmas Concerts at St Francis' this year.
- We hosted the West Wickham Christmas Lights event and opened the church on that occasion, with many from the community coming in to light a candle

More widely, we have connected with other churches in the Croydon Addington Deanery through participating in a Deanery Pilgrimage in September.

With many thanks to the ministry team and all the volunteers who have contributed to our worship, discipleship groups, and other social events throughout the year.

Financial Review/Report:

We have a small Excess of Income for the year of £700, which is excellent as we have spent over £13782 on repairs & improvements to the Church & Hall. We received a legacy from Joyce Town which we have decided to spread over 3 years, this is the second year.

From our Church activities for charities, Christian Aid received £953.86 from the Big Christmas Sing, which was worth £1087.64 to them with Gift Aid. We raised £1068.09 cash for the Bromley & Shrublands Foodbanks in addition to all the food that we collected for them. Other charity payments are listed on page 8 of the Annual Accounts. The fund for the new disabled toilet in the Hall stands at £4478.97, including a donation of £1095 from the Crittal Trust.

The Parish Giving Scheme is a great help to the Treasurer, saving administration and gift aid time. We would encourage others to join the scheme as once you have signed up it is simpler than a monthly standing order.

The costs of distribution and preparation of the Parish Magazine have increased considerably resulting in a loss this year. The PCC has agreed that the price be £5 minimum for hand distribution & £10 for posting, with immediate effect.

Fabric Report:

We have started to work on making improvements to the church heating by replacing old leaky valves and installing reflectors behind the radiators. More work is planned, including installing air curtains at the external doors. The boiler room gate padlock has been replaced.

Work has been done to improve the facilities for children and families with the reconfiguration of the children's area and the purchase of a baby change table to install in the church toilet.

The Church Noticeboard remains under review as we are awaiting information from the company regarding costs of additional wording to be added once we have an Incumbent.

We have addressed recommendations in our fire risk assessment by decluttering the upstairs office and storage. We also replaced some of our fire extinguishers due to their age.

The PCC has agreed to re-site the organ to the south side of the platform.

Some emergency repairs to our lighting system were undertaken.

Extensive gardening work was done to improve visibility down the south side and some repairs were done to paving and steps.

Hall Report:

Hall Income was up by over £7,000 in the year largely due to the Weight Watchers taking another day and an increase in the Pre School rent to take into account the new kitchenette.

Sundry Maintenance includes the construction and fit out of the Pre School kitchenette, which could be capitalized against it. Stripping that out, maintenance costs were broadly neutral, but we have still not addressed:

- Lack of hot water in the toilets
- Failing window frames
- The kitchen

Projects outstanding are:

- Installing Low Energy lighting in the back hall (especially as this is used all week)
- Planning for replacement of the gas heaters
- Creating a compliant disabled w/c

There is £4,500 in the Disabled Toilet Fund, but further fundraising initiatives are required.

28.2.25

**ST. FRANCIS OF ASSISI
WEST WICKHAM
PAROCHIAL CHURCH COUNCIL
Charity No: 1134856**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST. DECEMBER 2024**

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST. DECEMBER 2024

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Incoming Resources					
Voluntary Income	2a	41,576		41,576	47,165
Activities for generating funds	2b	2,674		2,674	698
Income from investments	2c	3,836		3,836	3,146
Church activities	2d	37,568		37,568	29,947
Legacies	2e	1,500		1,500	1,500
Total Incoming Resources		87,154	0	87,154	82,456
Resources Expended					
Costs of generating voluntary income	3a	0		0	0
Fund-raising trading costs	3b	0		0	0
Church activities	3c	85,254		85,254	79,962
Missions	3d	1,200		1,200	1,200
Payments from Lighting Fund	15	0		0	0
Payments from Repairs Legacy	17	0		0	5,207
Governance Costs	3g	0		0	0
Total Resources Expended		86,454	0	86,454	86,369
Net Movement in Funds		700	0	700	-3,913
Total Funds brought forward at 1st. January 2023		469,494	26,011	491,592	495,505
Net Movement of Funds for year		700	0	700	-3,913
Total Funds carried forward at 31st. December 2024		470,194	26,011	492,292	491,592

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

BALANCE SHEET AT 31ST. DECEMBER 2024

	Notes	2024	2023
Fixed Assets			
Tangible Fixed Assets	5	390,915	390,915
Investments	6	<u>0</u>	<u>0</u>
Total Fixed Assets		<u>390,915</u>	<u>390,915</u>
Current Assets			
Debtors	8	8,884	5,195
Short term Deposits		52,327	51,590
Cash at Bank		<u>53,136</u>	<u>62,206</u>
		114,347	118,991
Creditors: amounts due within one year	9	<u>-12,970</u>	<u>-18,314</u>
Net Current assets		<u>101,377</u>	<u>100,677</u>
Total Assets less current liabilities		<u>492,292</u>	<u>491,592</u>

Represented by:

Parish Funds			
Restricted	7		
	10	20,792	20,792
Unrestricted	10	<u>471,500</u>	<u>470,800</u>
		<u>492,292</u>	<u>491,592</u>

Approved by the Parochial Church Council on 18 March 2025 and signed on its behalf by:

Dr. Kate Dyer
Churchwarden & PCC Chair

The accompanying notes form part of these financial statements

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

Cash Flow Statement for the Year ended 31 December 2024

	2024	2023
Net Cash from Operating Activities		
Net Income	700	1295
Adjustments for:		
Decrease/(Increase) in Debtors	-3689	-209
(Decrease)/Increase in Creditors	-5344	3163
Legacy Use	0	5207
Net cash provided by operating activities	<u>-8333</u>	<u>9456</u>
Analysis of Cash		
Cash	10573	15761
Deposits	94890	98035
	<u>105463</u>	<u>113796</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2024

2 **Income**

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
a Voluntary Income				
Planned Giving	30,521	0	30,521	32,271
Collected at all services	2,656	0	2,656	3,519
General Donations	477	0	477	2,142
Other receipts	223	0	223	1,081
Tax recoverable	7,699	0	7,699	8,152
	<u>41,576</u>	<u>0</u>	<u>41,576</u>	<u>47,165</u>
b Activities for generating funds				
Events	1,199	0	1,199	192
Refreshments	543	0	543	506
Gift Day	932	0	932	0
	<u>2,674</u>	<u>0</u>	<u>2,674</u>	<u>698</u>
c Investment Income				
Interest	<u>3,836</u>	<u>0</u>	<u>3,836</u>	<u>3,146</u>
d Income from Church Activities				
Church & Hall Lettings	35,840	0	35,840	28,121
Fees from Weddings, etc.	1,765	0	1,765	1,805
Parish Magazine	-37	0	-37	21
	<u>37,568</u>	<u>0</u>	<u>37,568</u>	<u>29,947</u>
e Income from Legacies	<u>1,500</u>	<u>0</u>	<u>1,500</u>	<u>1,500</u>
Total Incoming Resources	<u><u>87,154</u></u>	<u><u>0</u></u>	<u><u>87,154</u></u>	<u><u>82,456</u></u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2024

3 Expenditure

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
a Costs of generating Voluntary Income				
Stewardship Costs	0	0	0	0
b Fund-raising Trading Costs	0	0	0	0
c Church Activities				
Ministry Costs				
Diocesan Parish Contribution	39,500	0	39,500	38,250
Other Clergy Costs	490	0	490	882
Church Running Expenses	14,492	0	14,492	11,995
Upkeep of Services	307	0	307	254
Honoria & Fees	4,490	0	4,490	4,640
Church Hall Running Costs	11,831	0	11,831	13,173
Church Repairs etc.	3,918	0	3,918	8,136
Hall Repairs etc.	10,226	0	10,226	2,632
	85,254	0	85,254	79,962
d Gifts to Missions	1,200	0	1,200	1,200
e Payments from Lighting Fund	0	0	0	0
f Payments from Repairs Legacy	0	0	0	5,207
g Governance Costs				
Independent Examination Fee	0	0	0	0
Cost of Annual Accounts	0	0	0	0
Total Resources Expended	86,454	0	86,454	86,369

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2024

4 Staff Costs

	2024	2023
a. <i>Wages & Salaries</i>	£4,490	£4,640
Fees have been paid to 3 organists to cover services and choir rehearsals.		
b. <i>Payments to PCC members</i>		
There were no disclosable transactions in respect of PCC members nor persons closely related to them nor other related parties.		

5 Tangible Fixed Assets

	Freehold Land & Buildings £	Church Hall Contents £	Total £
Cost or Valuation			
At 1st. January 2024	372,873	18,042	390,915
Additions	0	0	0
Disposals	0	0	0
Revaluation	0	0	0
At 31st. December 2024	<u>372,873</u>	<u>18,042</u>	<u>390,915</u>
Depreciation			
At 1st. January 2024	0	0	0
Additions			
Disposals			
At 31st. December 2024	<u>0</u>	<u>0</u>	<u>0</u>
Net Book Values			
At 1st. January 2024	372,873	18,042	390,915
At 31st. December 2024	<u>372,873</u>	<u>18,042</u>	<u>390,915</u>

The Freehold Land & Buildings comprise the Church Hall. For accounting purposes, the value of this property and it's contents are at the valuations made for insurance purposes in 2005.

6 Investments

There are no Investments.

7 Analysis of Net Assets by fund at 31st. December 2024

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	390,915	0	390,915
Current Assets	114,347		114,347
Current Liabilities	-12,970		-12,970
	<u>492,292</u>	<u>0</u>	<u>492,292</u>

8 Debtors

	2024 £	2023 £
Income Tax Recoverable	6,508	2,369
Prepayments & accrued income	1,338	2,826
Other debtors	1,038	0
	<u>8,884</u>	<u>5,195</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2024

9	Creditors - Amounts falling due within one year	2024	2023
		£	£
	Deferred income	2,508	943
	Accruals for utilities & other costs	1,268	1,521
	Other creditors	9,194	15,851
		<u>12,970</u>	<u>18,315</u>

10 **Statement of Funds**

	Bal b/fwd 1.1.24	Income	Expenditure	Bal c/fwd 31.12.24
	£	£	£	£
Unrestricted Funds				
General Fund	324,400	87,154	86,454	325,100
Legacies	125,172	0	0	125,172
Fabric Fund	21,228	0	0	21,228
	<u>470,800</u>	<u>87,154</u>	<u>86,454</u>	<u>471,500</u>
Restricted Funds				
Lighting & Improvement Fund	13,601	0	0	13,601
Church Repairs & Maintenance Fund	7,191	0	0	7,191
	<u>20,792</u>	<u>0</u>	<u>0</u>	<u>20,792</u>
Total Funds	<u>491,592</u>	<u>87,154</u>	<u>86,454</u>	<u>492,292</u>

The Unrestricted General Fund includes the valuation of the Church Hall Buildings & Contents of £390,915

11 **Analysis of Running Costs & Maintenance of Church & Hall**

	Church		Hall	
	2024	2023	2024	2023
	£	£	£	£
Heating & Lighting	3,918	3,749	3,112	3,694
Cleaning	1,223	1,272	6,342	6,717
Insurance	4,645	4,388	1,698	1,681
Rates - General & Water	163	90	679	1,081
Administration	2,479	2,496	0	0
Maintenance	3,918	5,986	10,226	2,632
Interregnum Costs	909	0	0	0
CCTV	0	2,150	0	0
Total	<u>17,255</u>	<u>20,131</u>	<u>22,057</u>	<u>15,805</u>

12 Donations to the Church from PCC members during the year totalled £9078

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2024

13	Gifts to Charities	2024	2023
	Amounts paid to Charities	£	£
	OMF in Japan	400.00	618
	EarAid Nepal	400.00	400
	Anglican Eye Clinic Ghana	400.00	400
	Bromley Foodbank	534.08	938
	Shrublands Foodbank	514.01	775
	Action Aid	0.00	500
	St. Andrew's, Zimbabwe	2982.00	0
	Christian Aid	1760.53	1,455
	The Children's Society	380.71	339
	Demelza House	95.00	71
	Welcare in Bromley	593.64	419
	St. Christopher's	291.62	67
	Macmillan Cancer	0.00	67
	Bishop's Lent Appeal	315.50	0
	Wateraid	145.00	0
	DEC Ukraine	0.00	251
	British Heart Foundation	0.00	225
		<u>8812.09</u>	<u>6,525</u>
14	Fabric Fund		Unrestricted
			£
	Balance 1.1.24		21,228
	Balance 31.12.24		<u>21,228</u>
15	Lighting & Improvement Fund		Restricted
			£
	Balance 1.1.24		13,601
	Balance 31.12.24		<u>13,601</u>
16	Legacies		Unrestricted
			£
	Balance 1.1.24		125,172
	Balance 31.12.24		<u>125,172</u>
17	Church Repairs & Maintenance Fund (Legacy)		Restricted
	Balance 1.1.24		7,191
	Balance 31.12.24		<u>7,191</u>

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST. FRANCIS WEST WICKHAM PAROCHIAL CHURCH COUNCIL

Accounts certificate for the year ending 31st. December 2024 which are set out on pages 1 to 8.

Respective responsibilities of the Trustees and Independent Examiner

The charities' trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. Follow the procedures laid down in the General Directions given by the Charities Commission section 145(5)(b) of the 2011 Act
3. State whether particular matters have come to my attention

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions of the Charity Commission.

An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It includes consideration of any unusual items or disclosures in the accounts and seeking explanation from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required under a full audit and consequently I do not present an audited opinion on the accounts.

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

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



Neil Tullis ACA
59 Greenways
Beckenham
Kent BR3 3NQ

February 26, 2025

Accounts

**ST FRANCIS OF ASSISI CHURCH
RAVENSWOOD AVENUE
WEST WICKHAM, KENT BR4 0PW
(CHARITY NO: 1134856)**

**ANNUAL REPORT &
FINANCIAL STATEMENT
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2023**

INCUMBENT:

Rev. Hazel O'Sullivan, St Mary's Vicarage, The Avenue,
West Wickham, Kent BR4 0DX

BANK:

CAF BANK LTD
25 Kings Hill Avenue, Kings Hill
West Malling, Kent ME19 4JQ

INDEPENDENT EXAMINER:

Mr Neil Tullis

St Francis of Assisi West Wickham Annual Report 2023

Background:

St Francis is part of the United Benefice of St Mary of Nazareth and St Francis of Assisi, West Wickham, with each church having their own PCC. We are also in a Group Ministry with St John the Baptist, West Wickham. The Parochial Church Council (PCC) is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure, and is a registered charity. It has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the church and hall buildings and grounds with the buildings being insured by Ecclesiastical Insurance. The PCC met 4 times in 2023 plus one joint meeting with St Mary's of Nazareth PCC with an average attendance of 70%.

Membership:

Members of the PCC are either ex-officio, co-opted or elected by the APCM in accordance with the Church Representation Rules. Members are elected to serve for 3 years.

Vicar	Rev. Hazel O'Sullivan
Assistant Priest	Rev. Richard Ford
SPAs	Mrs Lesley East and Mrs Rowena Griffiths
Churchwardens	Dr Kate Dyer and Mrs Valerie Hamilton
Treasurer	Mr David Wada
Reader	Mr Brian Griffiths (died 26 August 2023)
Secretary	Mrs Nichola Nightingale
Deanery Synod Representatives:	Mrs Marion Barry and Mrs Sheila Hawkins

Elected Members:

Until APCM (2024):	Mr Roger Dyer, Mrs Kim Teare
Until APCM (2025):	Mrs Gillian Challenger, Mrs Joan Burford
Until APCM (2026):	Mrs Barbara Goodchild

Co-Opted Members:

Until APCM (2025):	Mr Matt Thompson (Youth Club)
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Committees:

The PCC operates through two Committees which meet between full meetings of the PCC:

- Standing Committee: this is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any direction by the Council.
- Hall Committee: has responsibility for the management and maintenance of the hall.

Church Attendance:

There are 87 on the Electoral Roll. The average weekly in-person attendance was 59 counted during October, with an additional average of 34 views for an on-line service shown jointly with St Mary's.

Ministry and Mission Report - 2023

St Francis of Assisi Church in West Wickham is part of a united benefice, together with St Mary's church. We follow a pattern of three services on a Sunday morning, with the main service at St Francis' being at 10.45am. On one Sunday each month (normally the first Sunday) there is a joint service at 10am, which alternates where it is held, and on the second Sunday the service is normally non-eucharistic with a variety of themes, such as Christian Aid, Songs of Praise or Mothering Sunday. From Easter this year we began to distribute communion using the common cup, whilst also offering it by priestly intinction and we continue in this way.

In the summer our choir moved to be part of the congregation for most services. However, where we have a joint service, they join with St Mary's choir back in the chancel.

Our on-line presence, streamed from both church buildings continues, as does our paper-based communication for those not on-line. This, together with pastoral visiting in person and by telephone for those who are housebound, ensures that we keep in touch with the whole of our community. Our ministry to young families continues mostly through a monthly Messy Church with an average congregation of 25 made up of children, accompanying adults, and a supporting team.

Our ministry is founded on prayer, and a corporate Morning Prayer is held on Wednesdays and Thursdays, as well as on-line reflections being sent by email to many in the congregation on six days in the week. St Francis' Church is also open for private prayer on a Wednesday morning. Additionally, in September a group started to pray for growth in the Church on a weekly basis.

Our ministry team has been strengthened this year, with Debbie Adams from St Mary's being licensed as a Reader at a service in Southwark Cathedral on 8th October. On the following Sunday we held a joyful joint welcome service at St Mary's, followed by a celebratory brunch. Additionally, the Ven. Carol Coslett, who works in encouraging lay ministry at the Diocese of Southwark, has joined us as an Assistant Priest, being licensed to the united benefice.

Our Eco-Church agenda has been moved forwards with the establishment of a community garden for referrals from GP social prescribers, operated in conjunction with St John's Church, West Wickham, and creation-tide services for both the Sunday congregations and Messy Church.

We also continue with much of our community support, including facilitating regular donations for local Foodbanks, High Street collection dates in the year and the delivery of Christmas hampers, as well as telephone befriending, and a weekly warm space in the winter months. Following a women's event in July we began to support a project providing starter packs for those moving into a home with nothing.

Other regular activities include:

- Regular community lunches four times a year at St Francis' and monthly at St Mary's
- Three home groups met, mostly bi-weekly, throughout the year, with an additional group for Lent, looking at unanswered prayer
- Our youth group continues to thrive and meets weekly during term time
- A monthly Saturday coffee morning, which was used as a way of thanking all volunteers in August and to mark the opening of the community garden in September
- Monthly lunchtime recitals during May – September

This year there have been a significant number of deaths across the united benefice, notably our own Reader, Brian Griffiths, as well as stalwart members of the congregation who served in a variety of roles, including the choir and on the Parochial Church Council. In addition to holding a monthly bereavement support meeting, we have distributed gifts of supporting materials for those who are newly bereaved, and we invited those who became bereaved in the last year or so to our annual Memorial Service in November. Additionally, we remembered those from our congregations who had died during the year at the joint All Saints' service in November.

For the first time this year we held fundraising events around the time of key Christian festivals, including an Easter Egg Hunt on Holy Saturday, and a Christmas Tree Festival in mid-December, raising money for Welcare, where a number of community organisations provided a tree. We also had a concert in the church with West End singers to raise money for Christian Aid, a piano recital and afternoon tea in May, a concert by the London Concert Chorus in October and coffee mornings for the British Heart Foundation in February, following the installation of our defibrillator machine outside the church, and for the Childrens' Society in July.

The West Wickham Choir is supported by many in our congregation, and they held a concert in July, raising money for charity and they staged the Big Christmas Sing in December, which raised money for Christian Aid.

We supported Ukrainians affected by the war in that country through contributing items to a van which takes supplies to refugees in Poland.

Hazel, our vicar, spoke about living a contemplative life at a women's event in January and she held a prayer event with a similar focus in June.

The coronation of King Charles III was marked with a special joint service, followed by a lunch in St Mary's Hall.

Our connection with other local community groups has been strengthened this year through the following support:

- The 7th West Wickham Scout Group attended our Harvest and Remembrance services. They started a new group of Squirrels who meet on a Sunday morning in term time and join with many of our non-eucharistic services for a time at the end
- A visit by students from Glebe School, a special educational school, in February and from Hawes Down School in March. Oak Lodge School also held their Christmas Concert at St Francis' this year
- Contributing to the Churches Together presence at the West Wickham Village Day at Blake Park in May, as well as participating in a pulpit swap with Hope Church in January
- We hosted the West Wickham Christmas Lights event and opened the church on that occasion, with many from the community coming in to light a candle

More widely, we have connected with other churches in the Croydon Addington Deanery through participating in a Deanery Pilgrimage in September.

With many thanks to the ministry team and all the volunteers who have contributed to our worship, discipleship groups, and other social events throughout the year.

Financial Review/Report:

We have small profit for the year for a change! We have finished with a profit of £1294, and this is after paying £2150 for the CCTV that gives the Church and us better security.

We received a legacy from Joyce Town which we have decided to spread over 3 years. From our Church activities for charities, Christian Aid received £1455 from the Big Christmas Sing, which was worth £1628 to them with Gift Aid. We raised £1713 cash for the Bromley & Shrublands Foodbanks in addition to all the food that we collected for them. The London Concert Chorus concert started off our fund for the new disabled toilet in the Hall with a profit of over £700 & with Our Gift Day monies we now have £1430 towards the cost of the project.

The Parish Giving Scheme is a great help to the Treasurer, saving administration and gift aid time. We would encourage others to join the scheme as once you have signed up it is simpler than a monthly standing order.

The cost of the new Church doors and the decoration & updating of the Vestry Toilet have been set against the Legacy for Church Repairs.

Most of the costs of the new Garden behind the Church have been met by the Crittall Trust.

Fabric Report:

We are continuing to address the issues raised in our 2020 Quinquennial report. In addition, we have carried out a number of repairs to the Church building, including some plumbing repairs and repairs to the hot water boiler on the kitchen side and refurbishment of the toilet on the south side. Two new doors for the entrances on the north side of the church were installed.

Further work completed includes a replacement gate to the shed area, installation of CCTV and work to the East Window to reduce bird damage. With funding from Barbara Goodchild, in memory of Tony, we have refurbished the Choir Vestry.

Further planned work includes the replacement of the external Church Noticeboard. Work to the main path and fence is being considered.

Hall Report:

Hall Income was up in the year despite no longer accommodating Hope Church and should prove resilient with additional regular bookings and the increased contributions from the Scout Group and The Matchbox Theatre.

Outgoings were also up and have risk of further increase due to maintenance and utilities.

Accordingly, we will need to address:

- Installing Low Energy lighting in the back hall (especially as this is used all week)
- Planning for replacement of the gas heaters

We also have an ongoing issue with the front hall lighting tripping out. This is currently under medium term investigation.

Sundry maintenance was slightly lower than last year, but we have failed to address:

- Lack of hot water in the toilets
- Failing window frames
- The now unusable ambulant disabled w/c
- The kitchen

From last year's 'wish list' we have completed (bar final decoration) the new storage cupboards and plans are out for prices for a new (fully) Disabled Toilet.

Additionally, we propose to complete the back hall kitchenette and single toilet to be rentalised in the Pre-School lease. (Subject to Agreement)

**ST. FRANCIS OF ASSISI
WEST WICKHAM
PAROCHIAL CHURCH COUNCIL
Charity No: 1134856**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST. DECEMBER 2023**

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST. FRANCIS WEST WICKHAM PAROCHIAL CHURCH COUNCIL

Accounts certificate for the year ending 31st. December 2023 which are set out on pages 1 to 8.

Respective responsibilities of the Trustees and Independent Examiner

The charities' trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. Follow the procedures laid down in the General Directions given by the Charities Commission section 145(5)(b) of the 2011 Act
3. State whether particular matters have come to my attention

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions of the Charity Commission.

An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It includes consideration of any unusual items or disclosures in the accounts and seeking explanation from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required under a full audit and consequently I do not present an audited opinion on the accounts.

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

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

Neil Tullis ACA
59 Greenways
Beckenham
Kent BR3 3NQ

March 6, 2024

Accounts

**ST FRANCIS OF ASSISI CHURCH
RAVENSWOOD AVENUE
WEST WICKHAM, KENT BR4 0PW
(CHARITY NO: 1134856)**

**ANNUAL REPORT &
FINANCIAL STATEMENT
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2022**

INCUMBENT:

Rev. Hazel O'Sullivan, St Mary's Vicarage, The Avenue,
West Wickham, Kent BR4 0DX

BANK:

CAF BANK LTD
25 Kings Hill Avenue, Kings Hill
West Malling, Kent ME19 4JQ

INDEPENDENT EXAMINER:

Mr Keith Earthrowl

St Francis of Assisi West Wickham Annual Report 2022

Background:

St Francis is part of the United Benefice of St Mary of Nazareth and St Francis of Assisi, West Wickham, with each church having their own PCC. We are also in a Group Ministry with St John the Baptist, West Wickham. The Parochial Church Council (PCC) is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure, and is a registered charity. It has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the church and hall buildings and grounds with the buildings being insured by Ecclesiastical Insurance. The PCC met 6 times in 2022 with an average attendance of 70%.

Membership:

Members of the PCC are either ex-officio, co-opted or elected by the APCM in accordance with the Church Representation Rules. Members are elected to serve for 3 years.

Vicar	Rev. Hazel O'Sullivan
Assistant Priest	Rev. Richard Ford
SPAs	Mrs Lesley East and Mrs Rowena Griffiths
Churchwardens	Dr Kate Dyer and Mr Tim Shingler
Treasurer	Mr David Wada
Secretary	Mrs Nichola Nightingale
Deanery Synod Representatives:	Mr Brian Griffiths (Reader) and Mrs Sheila Hawkins

Elected Members:

Until APCM (2023):	Mrs Barbara Goodchild
Until APCM (2024):	Mr Roger Dyer, Mrs Kim Teare
Until APCM (2025):	Mrs Gillian Challenger, Mrs Joan Burford

Co-Opted Members:

Until APCM (2025):	Mr Matt Thompson (Youth Club)
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Committees:

The PCC operates through two Committees which meet between full meetings of the PCC:

- Standing Committee: this is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any direction by the Council.
- Hall Committee: has responsibility for the management and maintenance of the hall.

Church Attendance:

There are 96 on the Electoral Roll. In 2022 following the lifting of Covid-19 restrictions we reverted back to three services on a Sunday – 8.00am; 9.15am (St Mary's) and 10.45am (St Francis) with first Sunday of each month alternating between St Francis and St Mary's. The average weekly in-person attendance was 41 counted during October, with an additional average of 25 views for an on-line service shown jointly with St Mary's.

Ministry and Mission Report - 2022

St Francis of Assisi Church in West Wickham is part of a united benefice, together with St Mary's church. Following the Covid-19 pandemic church closures, at the start of 2022 we had returned to a pattern of three services on a Sunday morning, with one Sunday each month involving a joint service at 10am. However, the year began with one weekend when a significant proportion of the ministry team were unwell and services for that weekend were on-line, except for an 8am communion service. Thankfully, since that time we have been able to meet in-person for our main services. We continue to distribute communion by priestly intinction and sharing the peace with a wave, except for those who are physically nearby.

Our on-line presence, streamed from both church buildings also continues, as does our paper-based communication for those not on-line. This, together with pastoral visiting in person and by telephone for those who are housebound, ensures that we keep in touch with the whole of our community.

We have also continued with much of the community support that went on during the pandemic, including support for local Foodbanks through regular donations being facilitated, two High Street collection dates in the year and the delivery of Christmas hampers, as well as telephone befriending and distributing bereavement support bags. New community initiatives that were started during the year have been the provision of a defibrillator outside our hall and a weekly warm space in winter months, as well as setting up a community garden that will open in 2023 for referrals from GP social prescribers.

The year has been marked by many of our pre-Covid activities restarting and, because we have worked much more closely with St Mary's during the pandemic, there are more activities that members of both congregations attend, so it feels as though there is much more going on. This includes:

- A monthly Messy Church normally with an average of 14 children and 10 or so accompanying adults, as well as a team of over 10 people involved.
- A monthly bereavement support group.
- A thriving Youth Group that meets weekly during term time.
- Four community lunches on a Sunday at St Francis' and midweek monthly lunches at St Mary's.
- Monthly lunchtime recitals during May – September.
- Three home groups meeting mostly bi-weekly throughout the year, with an additional group for Lent when we studied The Beatitudes.
- A return to a monthly Saturday coffee morning, at the same time as a regular Zoom meeting stopped.

Other annual and regular events that returned included concerts in the church building and a Children's Society coffee morning, and the Big Christmas Sing saw numbers back

up to pre-Covid levels. At St Mary's a Valentines' Lunch, Garden Party and a Harvest Supper all started again, and the Christmas Market could also be repeated, offering a variety of opportunities for important social interaction.

The end of February saw the invasion of Ukraine by Russia and we opened both churches as places for prayer and reflection. The news was full of difficult stories, and we worked to provide support in this area of need through the following:

- Our Mothering Sunday services bought buggies and highchairs for refugee families coming to the UK.
- A cake and craft event at St Francis', organised by St John's, and a coffee morning at St Mary's raised money for charities operating in Ukraine and surrounding countries.
- We have contributed items to a monthly van which takes supplies to refugees in Poland.
- A women's event in July at St Mary's welcomed many Ukrainians who were being hosted locally with clothing available and the opportunity to have hair and nail treatments.
- Together with other churches in West Wickham we have tried to put local Hosts for Ukraine in touch with each other and there was a combined service giving an update on the situation in October, hosted by West Wickham and Shirley Baptist Church.

In July and September/October we held a Festival of Art to illustrate how visual arts and the written word have a positive effect on mental health. It was great to see the church spaces transformed with exhibits from a number of local artists and The 100 Books that Shaped the Twentieth Century, as well as work from Hawes Down School. This all helped to raise money for Bethlem Gallery and MIND.

The death of Her Late Majesty Queen Elizabeth II in September provided another focus for the news and a desire on the part of some to make connections with the church. We opened for private prayer on a couple of occasions and held a Commemorative Service of Holy Communion on the Sunday before the funeral. A Community Service of Commemoration was held at St Francis' on behalf of Churches Together in West Wickham. A Book of Condolence for the united benefice was opened and a note of thanks for its existence was recently received from King Charles III.

Our connection with other local community groups has been strengthened this year through:

- Hosting an open-air concert in June for the Queen's Platinum Jubilee to coincide with a street party and the Churches Together Pentecost Service.
- Services in St Francis' where the 7th West Wickham Scout Group were invited for Mothering Sunday and were hosted for their annual carol service.
- Contributing to the Churches Together presence at the West Wickham Village Day at Blake Park in May.

- We hosted the West Wickham Christmas Lights event and opened the church on that occasion, with many from the community coming in to light a candle.

More widely, we have connected with other churches in the Croydon Addington Deanery through being part of a Deanery wide Ascension Day service in May and participating in a Deanery Pilgrimage in June.

In late October our vicar, Hazel, went on a six-week sabbatical and we look forward to hearing more from her about contemplative living in 2023.

Many of the events and initiatives listed above have built on work done during the previous year by a new Vision Group. It is only by working together with St Mary's Church that much of this activity takes place and this indicates the benefit of being part of a united benefice. The Vision Group and Joint PCC will continue to meet and discuss what can be done together, and the ministry team continues to plan for worship and discipleship materials that can be delivered jointly, as well as continuing with separate Sunday services on three or four Sundays each month.

With many thanks to the ministry team and all the volunteers who have continued to keep our worship going and discipleship groups meeting, as well as other social events being introduced throughout the year.

Financial Review/Report:

We have almost broken even for the year, having finished with a loss of £433. Even better when one considers that we had £1536 in legal fees.

This has been a great year for raising funds for charities associated with our Church activities. We have raised a total of £12214, including £1927 for both Mind Beckenham and the Bethlem Gallery from the Festival of Arts, £1297 for the Bromley Foodbank and £1252 for Christian Aid at the Big Christmas Sing. Our Gift Day raised enough to buy the Defibrillator and send £1222 to the British Heart Foundation. Congratulations to all those involved in our fundraising. I know that the Charities are very thankful from the letters that I have received. The note 13 to the accounts shows the details. These figures do not include £500 raised by the Matchbox Theatre for Ukraine or £910 raised by the residents of Ravenswood Avenue for the Bromley Foodbank.

The Parish Giving Scheme is a great help to the Treasurer, saving administration and gift aid time.

The cost of the new lighting works down the side of the Church to the main entrance of £953, has been set against the Legacy for Church Repairs.

Much of the costs of the new Garden behind the Church have been and are being met by the Crittal Trust.

Fabric Report:

We are continuing to address the issues raised in our 2020 Quinquennial report. In addition we have carried out a number of repairs to the Church building, including a repair to the main roof in April 22 and a more recent repair to the Bernard Dent Room roof, also repairs to our external telephone cable.

We have had new gates fitted to allow entry into the new Community Garden space and new doors fitted to the north side of the Church. A new heater has been fitted to support our Warm Space initiative in the Youth Room. We have fitted a public access defibrillator to the external wall of the Hall. A smart meter has been fitted.

Further work planned includes a replacement gate to the shed area, installation of CCTV, work to the East Window to reduce bird damage and a refurbishment of the Choir Vestry and toilet on the south side.

Hall Report – 2022/23:

Hall use has continued to grow during the year with the return of the Matchbox Theatre, The Youth Club (now with twenty members) using it for games and greater numbers in our Scout Group (who now have over 160 members across their sections). External booking have also grown and in addition to the long-term lease with the Pre-School, Hope Church have been regular users on a Sunday, with other party bookings at weekends and an occasional Saturday Market. Whilst this is obviously to be welcomed, it has exposed the frailty of the facilities.

Last year the hall was redecorated by the Explorers and larger than usual donations were made by the Matchbox Theatre and Scout Group. Thus far we have only spent money on upgrading the lights in the main hall and some minor maintenance to repair the leaking roof, faulty hot water supply to the kitchen and various issues with the toilets. Unfortunately we also had to buy a number of new tables as some were taken by an unknown user.

Current issues are:

- Continued issues with the gas heating. This is largely due to faulty ignition buttons and users switching them off rather than just turning them down. Accordingly these will need consideration to change to more appropriate forms of green energy in the mid term
- Both water heaters are broken in the Ladies and Gents toilets
- The windows are warped and overdue redecoration, with consideration to replacement.
- The (at best 'Ambulant') Disabled toilet is in poor repair
- The kitchen is in poor repair

- There is an acute lack of storage, making the stage un-rentable to party bookings and un-usable by regular users other than the Matchbox

Proposed projects for the coming year are:

- Create 3 storage cupboards on the rear wall for Matchbox, Scouts and a Catering Store for us. Funded 33% each. This will free up two under stage cupboards for bulky stage extensions and lighting equipment, thereby making the stage available all year round
- Create a proper Disabled w/c with easier access from the church. Part fund raised and part expense
- Put a new w/c at the end of the rear corridor (Fire Officer already agreed that fire door not needed) Funding TBC
- Turn the current Ambulant Disabled into an inward facing kitchenette for the back hall. Part funded and increase in Pre-school rent

April 2023

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2022

13 Gifts to Charities

	2022	2021
Amounts paid to Charities	£	£
OMF in Japan	400	400
EarAid Nepal	400	400
Anglican Eye Clinic Ghana	400	400
Bromley Foodbank	1297	1177
Shrublands Foodbank	295	0
Action Aid	500	500
CLIC Sargent	190	164
Christian Aid	1,252	867
Croydon Refugee Centre	190	28
The Children's Society	363	211
Demelza House	83	139
Welcare in Bromley	140	170
Care4Calais	0	851
Bishop's Lent Appeal	696	0
DEC Ukraine	932	0
Mind - Beckenham	1927	0
Bethlem Gallery	1927	0
British Heart Foundation	1222	0
	<u>12,214</u>	<u>5,307</u>

14 Fabric Fund

Balance 1.1.22

Unrestricted
£ 21,228

Balance 31.12.22

21,228

15 Lighting & Improvement Fund

Balance 1.1.22

Restricted
£ 13,601

Balance 31.12.22

13,601

16 Legacies

Balance 1.1.22

Unrestricted
£ 125,172

Balance 31.12.22

125,172

17 Church Repairs & Maintenance Fund (Legacy)

Balance 1.1.22

Restricted
13,352

Expenditure

954

Balance 31.12.22

12,398

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST. FRANCIS WEST WICKHAM PAROCHIAL CHURCH COUNCIL

Accounts certificate for the year ending 31st. December 2022 which are set out on pages 1 to 8.

Respective responsibilities of the Trustees and Independent Examiner

The charities' trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. Follow the procedures laid down in the General Directions given by the Charities Commission section 145(5)(b) of the 2011 Act
3. State whether particular matters have come to my attention

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions of the Charity Commission.

An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It includes consideration of any unusual items or disclosures in the accounts and seeking explanation from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be require under a full audit and consequently I do not present an audited opinion on the accounts.

Independent Examiner's Statement

1. In connection with my examination no matters have come to my attention which give me reasonable cause to believe that in any material respect the requirements
To keep accounting records in accordance with section 130 Of the 2011 Act,
or
To prepare accounts which according to these accounting records have not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts

Keith Earthrowl
47 Boundary Way
Addington Village
Croydon CR0 5AU

February 12, 2023

Accounts

**ST FRANCIS OF ASSISI CHURCH
RAVENSWOOD AVENUE
WEST WICKHAM, KENT BR4 0PW
(CHARITY NO: 1134856)**

**ANNUAL REPORT &
FINANCIAL STATEMENT
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2021**

INCUMBENT:

Rev. Hazel O'Sullivan, St Mary's Vicarage, The Avenue,
West Wickham, Kent BR4 0DX

BANK:

CAF BANK LTD
25 Kings Hill Avenue, Kings Hill
West Malling, Kent ME19 4JQ

INDEPENDENT EXAMINER:

Mr Keith Earthrowl

St Francis of Assisi West Wickham **Annual Report 2021**

Background:

St Francis is part of the United Benefice of St Mary of Nazareth and St Francis of Assisi, West Wickham, with each church having their own PCC. We are also in a Group Ministry with St John the Baptist, West Wickham. The Parochial Church Council (PCC) is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure, and is a registered charity. It has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the church and hall buildings and grounds with the buildings being insured by Ecclesiastical Insurance. The PCC met 6 times in 2021 with an average attendance of 70%.

Membership:

Members of the PCC are either ex-officio, co-opted or elected by the APCM in accordance with the Church Representation Rules. Members are elected to serve for 3 years.

Vicar	Rev. Hazel O'Sullivan
Assistant Priest	Rev. Richard Ford
SPAs	Mrs Lesley East and Mrs Rowena Griffiths
Churchwardens	Mr Barry Burford and Dr Kate Dyer
Treasurer	Mr David Wada
Secretary	Mrs Nichola Nightingale
Deanery Synod Representatives:	Mr Brian Griffiths and Mrs Sheila Hawkins

Elected Members:

Until APCM (2022):	Mrs Joan Burford, Mr Michael Hurlstone, Dr James Pitt-Payne
Until APCM (2023):	Mrs Barbara Goodchild
Until APCM (2024):	Mr Roger Dyer, Mrs Kim Teare

Committees:

The PCC operates through two Committees which meet between full meetings of the PCC:

- Standing Committee: this is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any direction by the Council.
- Hall Committee: has responsibility for the management and maintenance of the hall.

Church Attendance:

There are 102 on the Electoral Roll. In response to the Covid-19 pandemic in 2020 a pattern of Sunday services alternating between St Francis and St Mary's was introduced and continued through 2021. The average weekly in-person attendance was 47 counted during October, with an additional average of 49 views for an on-line service shown jointly with St Mary's.

Ministry and Mission Report - 2021

St Francis of Assisi Church in West Wickham is part of a united benefice, together with St Mary's Church. In response to the Covid-19 pandemic in 2020 we established a pattern of Sunday services for the united benefice at 8am and 10am alternating between the two church buildings, as well as having something on-line and a paper-based message being sent to those who could not come in person to a church and who are not on-line. This pattern has continued to serve us well during 2021 which started in a very dark place, with cases of coronavirus increasing, so that we took the decision to close the church buildings again, even though we were not legally obliged to do so.

Prayers were said for many people during the early months of the year when they had Covid or another illness (sometimes made worse if they were in hospital and had a limit to the visitors allowed).

We did a number of things to keep spirits up, including a Burns Night and Candlemas service at the end of January and a virtual visit to Bromley town parks and gardens in February. Then at Easter we were able to bring our focus outside our homes and we displayed Easter crosses outside the churches to develop connections with our wider communities.

We built in important opportunities for reflecting on our experience during the pandemic. National events included a Day of Reflection in March, one year since the first lockdown was announced. Then in July we held a series of services beginning with a theme of lament, continuing with reflections on how God has been with us and then looking forward to healing and wholeness.

We held a first joint PCC meeting in July, which was an important step in developing our vision on how we might take advantage of current opportunities as we emerge from Covid-19 restrictions. The following bible verse is key to understanding this vision:

*I am the vine, you are the branches. Those who abide in me and I in them bear much fruit, because apart from me you can do nothing.
John 15:5*

It's all about our church community becoming fruitful vine branches (which means transforming lives through having authentic friendships, cultivating community assets and being a blessing to others using those assets). During the year we developed the following aspects of our vision:

- Closer links with the Bromley Borough Foodbank, including regular donation days on the High Street and Christmas Hamper deliveries
- Increasing telephone befriending support for lonely people
- Continuing our bereavement support group (which is now connected into the local NHS social prescribing service) and distributing bereavement support bags

to those recently bereaved

To continue with this vision, we need to remain connected to Jesus through prayer, worship, home groups and in other spaces where we can share our faith with each other.

In October and November there was a global focus on climate change, with the COP 26 conference in Glasgow. We marked this with making a pilgrimage to Southwark Cathedral where a prayer vigil was held.

Other important aspects of our ministry include:

- Continuing our series of Inclusive Church meetings (this year we looked at mental health and LGBTQ+). We also showed a film for Black History Month at St Mary's and some groups looked at the Church of England Living in Love & Faith material
- Giving our stewardship programmes a boost through a series of sermons in April and May and encouraging congregational members to sign up to the Parish Giving Scheme, which makes our income more secure
- Messy Church, which has never stopped happening, but returned to in-person sessions at St Mary's in August
- Coffee and Chat continued throughout the year, with a move to one Zoom and one in-person meeting in St Francis' each month from September

In July we gained feedback from congregation members on what people would like to see continued from the previous months, and what might be restarted or form a new venture. The results were summarised and presented at an Afternoon Tea in August, after which the following activities happened:

- Community lunches restarted
- A return of lunchtime and evening concerts in St Francis' church
- The St Mary's Christmas Market went ahead in person with a reduced number of stalls compared to 2019

Christmas saw a return to some of the restrictions associated with the virus and reduced numbers at our services and events such as The Big Christmas Sing. Early in 2022 a new Youth Group started and has been very successful with over 30 young people attending.

At the start of 2022 there was one weekend when a significant proportion of the ministry team were unwell and services for that weekend were on-line, except for an 8am communion service. We have now returned to a pattern of three services on a Sunday morning, with one Sunday each month involving a joint service at 10am, except in circumstances where it is important, or more practical, for the churches to worship together. Our on-line presence, streamed from both church buildings continues, as

does our paper-based communication for those not on-line and pastoral visiting in person and by telephone for those who are housebound.

Connections with other community groups in West Wickham continue, in particular:

- The 7th West Wickham scout group continued to meet on Zoom in the early part of the year. When they returned to in-person meetings, the group started a second cub pack, who meet at St Mary's
- St Francis' Pre-school now has a new owner – Kelly. Unfortunately, their plan for a nativity in a Carol Service could not happen due to increasing rates of Covid, but we hope that we can build on this link in 2022
- Matchbox Theatre returned with a performance of a new play in December

With many thanks to the ministry team who have continued to keep our worship and discipleship groups meeting throughout the year. With Debbie Adams from St Mary's being accepted to train as a Reader, we have already benefitted from a different perspective on ministry, and we look forward to this continuing as she gains further experience.

Financial Review/Report:

A much better year than 2020, greatly helped by the reduction in the Parish Share, that we give to the Diocese. Despite lockdown, our total Church income was up by £6000, and Hall bookings are showing signs of positive improvement in usage. Roof repairs to the Hall cost £3996. Hall refuse removal costs over £1650 per annum. The main items in Church maintenance were lighting works of £4152 and organ repairs of £828. The PCC have agreed that Missions of £400 each should again go to EarAid Nepal, The Anglican Eye Clinic in Ghana and Overseas Missionary Fellowship (OMF), because of contacts within our congregation. Reports from them are regularly updated at the back of the Church and in the magazine.

Fabric Report:

During 2021 with the relaxing of Covid restrictions and in between lockdowns, we were able to replace the felt on the small church hall roof and on the North side of the Church the guttering and downpipes and facer board was replaced. The drains to the North side of the Church were cleared.

In early 2022 the PCC agreed to upgrade the security lighting to the main entrance and pathway to the Church and this work was undertaken in March 2022. Also in early 2022 a new electricity cable was installed to the hall along with smart meters and three of the gas heaters have also been repaired in the hall.

Due to the storm in February 2022 part of the copper on the roof to the west of the Church had lifted and currently awaiting a quote.

Hall Report:

Bookings are finally returning after Covid and the Winter break for the markets. The main hall was redecorated by the Explorer Scouts in the Summer holidays and now has a fresher, cleaner feel to attract occasional users. We are very grateful to them for their efforts. The windows will need attention in the near future as these were not tackled due to deterioration of the frames.

The Scout Group made a lump sum payment in the year which was a big help as other revenue streams continued to be depressed. The Matchbox Theatre also made a substantial contribution to the Church with part allocated to replacing the main hall lights with LED units. This will be a substantial improvement.

The Pre-School is a valued community asset and revenue stream and we are working with them to be more involved with both the Hall and the Church itself.

The heaters in both halls have been a regular issue, although the front hall ones have now been repaired. We will need to review these old gas guzzlers in due course, in line with a green energy policy and having reliable heat for users. Issues lurk with the roof, drains and the general age of the kitchen and toilets and so fundraising will be required in the near future. A Hall Committee is being re-assembled to address this.

March 2022

**ST. FRANCIS OF ASSISI
WEST WICKHAM
PAROCHIAL CHURCH COUNCIL
Charity No: 1134856**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST. DECEMBER 2021**

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST. DECEMBER 2021

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
Incoming Resources					
Voluntary Income	2a	49,548		49,548	46,621
Activities for generating funds	2b	2,276		2,276	1,886
Income from investments	2c	31		31	263
Church activities	2d	16,251		16,251	9,973
Legacies	2e	1,000		1,000	0
Total Incoming Resources		69,106	0	69,106	58,743
Resources Expended					
Costs of generating voluntary income	3a	0		0	0
Fund-raising trading costs	3b	0		0	0
Church activities	3c	70,054		70,054	82,646
Missions	3d	1,200		1,200	1,200
Payments from Lighting Fund	15	0		0	0
Payments from Repairs Legacy	17	0		0	-163
Total Resources Expended		71,254	0	71,254	83,683
Net Movement in Funds		-2,148	0	-2,148	-24,940
Total Funds brought forward at 1st. January 2021		473,117	26,965	500,082	525,022
Net Movement of Funds for year		-2,148	0	-2,148	-24,940
Total Funds carried forward at 31st. December 2021		470,969	26,965	497,934	500,082

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

BALANCE SHEET AT 31ST. DECEMBER 2021

	Notes	2021	2020
Fixed Assets			
Tangible Fixed Assets	5	390,915	390,915
Investments	6	<u>0</u>	<u>0</u>
Total Fixed Assets		<u>390,915</u>	<u>390,915</u>
Current Assets			
Stock		228	228
Debtors	8	6,938	8,568
Short term Deposits		48,741	48,716
Cash at Bank		<u>68,065</u>	<u>69,950</u>
		123,972	127,462
Creditors: amounts due within one year	9	<u>-17,986</u>	<u>-18,295</u>
Net Current assets		<u>105,986</u>	<u>109,167</u>
Total Assets less current liabilities		<u><u>496,901</u></u>	<u><u>500,082</u></u>

Represented by:

Parish Funds			
Restricted	7		
	10	26,953	26,953
Unrestricted	10	<u>469,948</u>	<u>472,689</u>
		<u>496,901</u>	<u>499,642</u>

Approved by the Parochial Church Council on 29th. March 2022 and signed on its behalf by:

Rev. Hazel O'Sullivan
Vicar & PCC Chair

The accompanying notes form part of these financial statements

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

Cash Flow Statement for the Year ended 31 December 2021

	2021	2020
Net Cash from Operating Activities		
Net Income	-2148	-22159
Adjustments for:		
Decrease/(Increase) in Debtors	1630	3547
(Decrease)/Increase in Creditors	-309	-653
Net cash provided by operating activities	<u>-827</u>	<u>-19265</u>
Analysis of Cash		
Cash	17727	19618
Deposits	99079	99048
	<u>116806</u>	<u>118666</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2021

2 **Income**

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
a Voluntary Income				
Planned Giving	35,658		35,658	35,116
Collected at all services	1,290		1,290	1,721
Other giving	2,082		2,082	492
General Donations	2,401		2,401	663
Other receipts	183		183	695
Income Tax recoverable	7,934		7,934	7,934
	<u>49,548</u>	<u>0</u>	<u>49,548</u>	<u>46,621</u>
b Activities for generating funds				
Events	1,387		1,387	502
Refreshments	38		38	75
Gift Day	851		851	0
	<u>2,276</u>	<u>0</u>	<u>2,276</u>	<u>577</u>
Gift Day	<u>851</u>	<u>0</u>	<u>851</u>	<u>1,309</u>
c Investment Income				
Interest	<u>31</u>	<u>0</u>	<u>31</u>	<u>263</u>
d Income from Church Activities				
Church & Hall Lettings	14,639		14,639	8,828
Fees from Weddings, etc.	1,481		1,481	959
Parish Magazine	131		131	186
	<u>16,251</u>	<u>0</u>	<u>16,251</u>	<u>9,973</u>
e Income from Legacies	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0</u>
Total Incoming Resources	<u><u>69,957</u></u>	<u><u>0</u></u>	<u><u>69,957</u></u>	<u><u>58,743</u></u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2021

3 Expenditure

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
a Costs of generating Voluntary Income				
Stewardship Costs	0	0	0	0
b Fund-raising Trading Costs	0	0	0	0
c Church Activities				
Ministry Costs				
Diocesan Parish Contribution	32,650		32,650	47,500
Other Clergy Costs	941		941	898
Church Running Expenses	9,545		9,545	10,436
Upkeep of Services	51		51	310
Honoraria & Fees	4,065		4,065	4,220
Church Hall Running Costs	9,112		9,112	9,156
Church Repairs etc.	7,370		7,370	7,386
Hall Repairs etc.	6,320		6,320	2,740
	<u>70,054</u>	<u>0</u>	<u>70,054</u>	<u>82,646</u>
d Gifts to Missions	<u>1,200</u>	<u>0</u>	<u>1,200</u>	<u>1,200</u>
e Payments from Lighting Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
f Payments from Repairs Legacy	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
g Governance Costs				
Independent Examination Fee	0	0	0	0
Cost of Annual Accounts	0	0	0	0
Total Resources Expended	<u><u>71,254</u></u>	<u><u>0</u></u>	<u><u>71,254</u></u>	<u><u>83,846</u></u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2021

4 Staff Costs

	2021	2020
a. <i>Wages & Salaries</i>	£4,065	£4,220
Fees have been paid to 2 organists to cover services and choir rehearsals.		
b. <i>Payments to PCC members</i>		
There were no disclosable transactions in respect of PCC members nor persons closely related to them nor other related parties.		

5 Tangible Fixed Assets

	Freehold Land & Buildings £	Church Hall Contents £	Total £
Cost or Valuation			
At 1st. January 2021	372,873	18,042	390,915
Additions			
Disposals	0	0	0
Revaluation			
At 31st. December 2021	<u>372,873</u>	<u>18,042</u>	<u>390,915</u>
Depreciation			
At 1st. January 2021			
Additions			
Disposals	0	0	0
At 31st. December 2021	<u>0</u>	<u>0</u>	<u>0</u>
Net Book Values			
At 1st. January 2021	372,873	18,042	390,915
At 31st. December 2021	<u>372,873</u>	<u>18,042</u>	<u>390,915</u>

The Freehold Land & Buildings comprise the Church Hall. For accounting purposes, the value of this property and its contents are at the valuations made for insurance purposes in 2005.

6 Investments

There are no Investments.

7 Analysis of Net Assets by fund at 31st. December 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	390,915	0	390,915
Current Assets	123,712		123,712
Current Liabilities	-17,726		-17,726
	<u>496,901</u>	<u>0</u>	<u>496,901</u>

8 Debtors

	2021	2020
	£	£
Income Tax Recoverable	4,279	5,939
Prepayments & accrued income	2,659	2,629
Other debtors	0	0
	<u>6,938</u>	<u>8,568</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2021

9	Creditors - Amounts falling due within one year	2021	2020
		£	£
	Deferred income	0	0
	Accruals for utilities & other costs	517	982
	Other creditors	17,469	17,313
		<u>17,986</u>	<u>18,295</u>

10 **Statement of Funds**

	Bal b/fwd 1.1.21	Income	Expenditure	Bal c/fwd 31.12.21
	£	£	£	£
Unrestricted Funds				
General Fund	326,729	69,106	71,254	324,581
Legacies	125,172			125,172
Fabric Fund	21,228			21,228
	<u>473,129</u>	<u>69,106</u>	<u>71,254</u>	<u>470,981</u>
Restricted Funds				
Lighting & Improvement Fund	13,601	0	0	13,601
Church Repairs & Maintenance Fund	13,352			13,352
	<u>26,953</u>	<u>0</u>	<u>0</u>	<u>26,953</u>
Total Funds	<u>500,082</u>	<u>69,106</u>	<u>71,254</u>	<u>497,934</u>

The Unrestricted General Fund includes the valuation of the Church Hall Buildings & Contents of £390,915

11 **Analysis of Running Costs & Maintenance of Church & Hall**

	Church		Hall	
	2021	2020	2021	2020
	£	£	£	£
Heating & Lighting	2,505	3,145	2,701	2,945
Cleaning	946	1,100	4,838	4,436
Insurance	3,901	3,955	1,478	1,489
Rates - General & Water	99	148	95	286
Administration	1,661	2,088	0	0
Maintenance	7,370	7,386	6,320	2,740
Total	<u>16,482</u>	<u>17,822</u>	<u>15,432</u>	<u>11,896</u>

12 Donations to the Church from PCC members during the year totalled £ 8575

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2021

13 **Gifts to Charities**

	2021	2020
	£	£
Amounts paid to Charities		
OMF in Japan	400	400
EarAid Nepal	400	400
Anglican Eye Clinic Ghana	400	400
Bromley Foodbank	1177	1197
Action Aid	500	0
CLIC Sargent	164	0
Christian Aid	867	0
Croydon Refugee Centre	28	0
The Children's Society	211	131
Demelza House	139	0
Welcare in Bromley	170	0
Care4Calais	851	0
	<u>5,307</u>	<u>2,528</u>

14 **Fabric Fund**

	Unrestricted £
Balance 1.1.21	21,228
Receipts	<u>0</u>
	21,228
Payments	<u>0</u>
Balance 31.12.21	<u>21,228</u>

15 **Lighting & Improvement Fund**

	Restricted £
Balance 1.1.21	13,601
Receipts	<u>0</u>
	13,601
Payments	<u>0</u>
Balance 31.12.21	<u>13,601</u>

16 **Legacies**

	Unrestricted £
Balance 1.1.21	125,172
Received in Year	<u>0</u>
	125,172
Expenditure in Year	<u>0</u>
Balance 31.12.21	<u>125,172</u>

17 **Church Repairs & Maintenance Fund (Legacy)**

	Restricted
Balance 1.1.21	13,352
Income	<u>0</u>
Balance 31.12.21	<u>13,352</u>

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST. FRANCIS WEST WICKHAM PAROCHIAL CHURCH COUNCIL

Accounts certificate for the year ending 31st. December 2021 which are set out on pages 1 to 8.

Respective responsibilities of the Trustees and Independent Examiner

The charities' trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. Follow the procedures laid down in the General Directions given by the Charities Commission section 145(5)(b) of the 2011 Act
3. State whether particular matters have come to my attention

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions of the Charity Commission.

An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It includes consideration of any unusual items or disclosures in the accounts and seeking explanation from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be require under a full audit and consequently I do not present an audited opinion on the accounts.

Independent Examiner's Statement

1. In connection with my examination no matters have come to my attention which give me reasonable cause to believe that in any material respect the requirements
To keep accounting records in accordance with section 130 Of the 2011 Act, or
To prepare accounts which according to these accounting records have not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts

Keith Earthrowl
47 Boundary Way
Addington Village
Croydon CR0 5AU

March 28, 2022

Accounts

**ST. FRANCIS OF ASSISI
WEST WICKHAM
PAROCHIAL CHURCH COUNCIL
Charity No: 1134856**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST. DECEMBER 2020**

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST. DECEMBER 2020

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
Incoming Resources					
Voluntary Income	2a	46,621		46,621	50,213
Activities for generating funds	2b	1,886		1,886	2,129
Income from investments	2c	263		263	474
Church activities	2d	9,973		9,973	26,454
Legacies	2e	0		0	30,000
Total Incoming Resources		58,743	0	58,743	109,270
Resources Expended					
Costs of generating voluntary income	3a	0		0	90
Fund-raising trading costs	3b	0		0	0
Church activities	3c	83,679		83,679	84,391
Missions	3d	1,200		1,200	1,200
Payments from Lighting Fund	15	0		0	1,396
Payments from Repairs Legacy	17	0	-163	-163	4,927
Total Resources Expended		84,879	-163	84,716	92,004
Net Movement in Funds		-26,136	163	-25,973	17,266
Total Funds brought forward at 1st. January 2020		498,220	26,802	525,022	507,756
Net Movement of Funds for year		-26,136	163	-25,973	17,266
Total Funds carried forward at 31st. December 2020		472,084	26,965	499,049	525,022

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

BALANCE SHEET AT 31ST. DECEMBER 2020

	Notes	2020	2019
Fixed Assets			
Tangible Fixed Assets	5	390,915	390,915
Investments	6	0	0
Total Fixed Assets		<u>390,915</u>	<u>390,915</u>
Current Assets			
Stock		228	114
Debtors	8	8,568	12,115
Short term Deposits		48,716	48,510
Cash at Bank		<u>69,950</u>	<u>92,316</u>
		127,462	153,055
Creditors: amounts due within one year	9	-19,328	-18,948
Net Current assets		<u>108,134</u>	<u>134,107</u>
Total Assets less current liabilities		<u>499,049</u>	<u>525,022</u>
Represented by:			
Parish Funds			
	7		
Restricted	10	26,953	26,789
Unrestricted	10	472,096	498,233
		<u>499,049</u>	<u>525,022</u>

Approved by the Parochial Church Council on 23rd. March 2021 and signed on its behalf by:

Rev. Hazel O'Sullivan
Vicar & PCC Chair

The accompanying notes form part of these financial statements

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

Cash Flow Statement for the Year ended 31 December 2020

	2020	2019
Net Cash from Operating Activities		
Net Income	-22159	-12721
Adjustments for:		
Decrease/(Increase) in Debtors	3547	5154
(Decrease)/Increase in Creditors	380	4456
Net cash provided by operating activities	<u>-18232</u>	<u>-3111</u>
Analysis of Cash		
Cash	19618	22039
Deposits	99048	118786
	<u>118666</u>	<u>140825</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

2 Income

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
a Voluntary Income				
Planned Giving	35,116		35,116	35,372
Collected at all services	1,721		1,721	3,561
Other giving	492		492	930
General Donations	663		663	555
Other receipts	695		695	173
Income Tax recoverable	7,934		7,934	9,622
	<u>46,621</u>	<u>0</u>	<u>46,621</u>	<u>50,213</u>
b Activities for generating funds				
Events	502		502	1,171
Fabric Fund Sales	0	0	0	13
Refreshments	75		75	395
Grants Received	0		0	0
	<u>577</u>	<u>0</u>	<u>577</u>	<u>1,579</u>
Gift Day	1,309	0	1,309	550
c Investment Income				
Interest	263	0	263	474
d Income from Church Activities				
Church & Hall Lettings	8,828		8,828	25,008
Fees from Weddings, etc.	959		959	1,366
Parish Magazine	186		186	80
	<u>9,973</u>	<u>0</u>	<u>9,973</u>	<u>26,454</u>
e Income from Legacies	0	0	0	32,000
Total Incoming Resources	<u>58,743</u>	<u>0</u>	<u>58,743</u>	<u>111,270</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

3 Expenditure

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
a Costs of generating Voluntary Income				
Stewardship Costs	0	0	0	90
b Fund-raising Trading Costs	0	0	0	0
c Church Activities				
Ministry Costs				
Diocesan Parish Contribution	47,500		47,500	47,500
Other Clergy Costs	898		898	851
Church Running Expenses	11,469		11,469	12,530
Upkeep of Services	310		310	514
Honoria & Fees	4,220		4,220	4,559
Church Hall Running Costs	9,156		9,156	12,764
Church Repairs etc.	7,386		7,386	3,493
Hall Repairs etc.	2,740		2,740	2,180
	83,679	0	83,679	84,391
d Gifts to Missions	1,200	0	1,200	1,200
e Payments from Lighting Fund	0	0	0	1,396
f Payments from Repairs Legacy	0		0	4,927
g Governance Costs				
Independent Examination Fee	0	0	0	0
Cost of Annual Accounts	0	0	0	0
Total Resources Expended	84,879	0	84,879	92,004

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

4 Staff Costs

	2020	2019
a. <i>Wages & Salaries</i>	£4,220	£4,559
Fees have been paid to 2 organists to cover services and choir rehearsals.		
b. <i>Payments to PCC members</i>		
There were no disclosable transactions in respect of PCC members nor persons closely related to them nor other related parties.		

5 Tangible Fixed Assets

	Freehold Land & Buildings £	Church Hall Contents £	Total £
Cost or Valuation			
At 1st. January 2020	372,873	18,042	390,915
Additions			
Disposals	0	0	0
Revaluation			
At 31st. December 2020	<u>372,873</u>	<u>18,042</u>	<u>390,915</u>
Depreciation			
At 1st. January 2020			
Additions			
Disposals	0	0	0
At 31st. December 2020	<u>0</u>	<u>0</u>	<u>0</u>
Net Book Values			
At 1st. January 2020	372,873	18,042	390,915
At 31st. December 2020	<u>372,873</u>	<u>18,042</u>	<u>390,915</u>

The Freehold Land & Buildings comprise the Church Hall. For accounting purposes, the value of this property and its contents are at the valuations made for insurance purposes in 2005.

6 Investments

There are no Investments.

7 Analysis of Net Assets by fund at 31st. December 2020

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	390,915	0	390,915
Current Assets	127,462		127,462
Current Liabilities	-19,328		-19,328
	<u>499,049</u>	<u>0</u>	<u>499,049</u>

8 Debtors

	2020	2019
	£	£
Income Tax Recoverable	5,939	7,399
Prepayments & accrued income	2,629	4,716
Other debtors	0	0
	<u>8,568</u>	<u>12,115</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

9	Creditors - Amounts falling due within one year	2020	2019
		£	£
	Deferred income	0	1,825
	Accruals for utilities & other costs	982	1,179
	Other creditors	18,346	15,944
		19,328	18,948

10 Statement of Funds

	Bal b/fwd 1.1.20	Income	Expenditure	Bal c/fwd 31.12.20
	£	£	£	£
Unrestricted Funds				
General Fund	351,833	58,743	84,879	325,697
Legacies	125,172	0	0	125,172
Fabric Fund	21,227	0	0	21,227
	498,232	58,743	84,879	472,096
Restricted Funds				
Lighting & Improvement Fund	13,601	0	0	13,601
Church Repairs & Maintenance Fund	13,188	164	0	13,352
	26,789	164	0	26,953
Total Funds	525,021	58,907	84,879	499,049

The Unrestricted General Fund includes the valuation of the Church Hall Buildings & Contents of £390,915

11 Analysis of Running Costs & Maintenance of Church & Hall

	Church		Hall	
	2020	2019	2020	2019
	£	£	£	£
Heating & Lighting	3,145	4,402	2,945	4,488
Cleaning	1,100	1,225	4,436	6,261
Insurance	3,955	3,940	1,489	1,515
Rates - General & Water	148	95	286	499
Administration	3,121	2,868	0	0
Maintenance	7,386	3,494	2,740	2,180
Total	18,855	16,024	11,896	14,943

12 Donations to the Church from PCC members during the year totalled 10063

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

13 Gifts to Charities

	2020	2019
Amounts paid to Charities	£	£
OMF in Japan	400	400
EarAid Nepal	400	400
Anglican Eye Clinic Ghana	400	400
Bromley Foodbank	1197	0
Action Aid	0	3000
CLIC Sargent	0	243
Christian Aid	0	1369
Croydon Refugee Centre	0	243
The Children's Society	131	608
Demelza House	0	168
Bromley & Croydon Women's Aid	0	162
Bishop's Lent Appeal	0	335
Polio Society	0	200
	<u>2,528</u>	<u>7,528</u>

14 Fabric Fund

	Unrestricted £
Balance 1.1.20	21,228
Receipts	0
	<u>21,228</u>
Payments	0
Balance 31.12.20	<u>21,228</u>

15 Lighting & Improvement Fund

	Restricted £
Balance 1.1.20	13,601
Receipts	
	<u>13,601</u>
Payments	
Balance 31.12.20	<u>13,601</u>

16 Legacies

	Unrestricted £
Balance 1.1.20	125,172
Received in Year	0
	<u>125,172</u>
Expenditure in Year	0
Balance 31.12.20	<u>125,172</u>

17 Church Repairs & Maintenance Fund (Legacy)

	Restricted
Balance 1.1.19	13,188
Income	164
Balance 31.12.19	<u>13,352</u>

**ST. FRANCIS OF ASSISI
WEST WICKHAM
PAROCHIAL CHURCH COUNCIL
Charity No: 1134856**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST. DECEMBER 2020**

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST. DECEMBER 2020

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
Incoming Resources					
Voluntary Income	2a	46,621		46,621	50,213
Activities for generating funds	2b	1,886		1,886	2,129
Income from investments	2c	263		263	474
Church activities	2d	9,973		9,973	26,454
Legacies	2e	0		0	30,000
Total Incoming Resources		58,743	0	58,743	109,270
Resources Expended					
Costs of generating voluntary income	3a	0		0	90
Fund-raising trading costs	3b	0		0	0
Church activities	3c	83,679		83,679	84,391
Missions	3d	1,200		1,200	1,200
Payments from Lighting Fund	15	0		0	1,396
Payments from Repairs Legacy	17	0	-163	-163	4,927
Total Resources Expended		84,879	-163	84,716	92,004
Net Movement in Funds		-26,136	163	-25,973	17,266
Total Funds brought forward at 1st. January 2020		498,220	26,802	525,022	507,756
Net Movement of Funds for year		-26,136	163	-25,973	17,266
Total Funds carried forward at 31st. December 2020		472,084	26,965	499,049	525,022

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

BALANCE SHEET AT 31ST. DECEMBER 2020

	Notes	2020	2019
Fixed Assets			
Tangible Fixed Assets	5	390,915	390,915
Investments	6	0	0
Total Fixed Assets		<u>390,915</u>	<u>390,915</u>
Current Assets			
Stock		228	114
Debtors	8	8,568	12,115
Short term Deposits		48,716	48,510
Cash at Bank		<u>69,950</u>	<u>92,316</u>
		127,462	153,055
Creditors: amounts due within one year	9	-19,328	-18,948
Net Current assets		<u>108,134</u>	<u>134,107</u>
Total Assets less current liabilities		<u>499,049</u>	<u>525,022</u>

Represented by:

Parish Funds	7		
Restricted	10	26,953	26,789
Unrestricted	10	472,096	498,233
		<u>499,049</u>	<u>525,022</u>

Approved by the Parochial Church Council on 23rd. March 2021 and signed on its behalf by:

Rev. Hazel O'Sullivan
Vicar & PCC Chair

The accompanying notes form part of these financial statements

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

Cash Flow Statement for the Year ended 31 December 2020

	2020	2019
Net Cash from Operating Activities		
Net Income	-22159	-12721
Adjustments for:		
Decrease/(Increase) in Debtors	3547	5154
(Decrease)/Increase in Creditors	380	4456
Net cash provided by operating activities	<u>-18232</u>	<u>-3111</u>
Analysis of Cash		
Cash	19618	22039
Deposits	99048	118786
	<u>118666</u>	<u>140825</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

2 Income

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
a Voluntary Income				
Planned Giving	35,116		35,116	35,372
Collected at all services	1,721		1,721	3,561
Other giving	492		492	930
General Donations	663		663	555
Other receipts	695		695	173
Income Tax recoverable	7,934		7,934	9,622
	<u>46,621</u>	<u>0</u>	<u>46,621</u>	<u>50,213</u>
b Activities for generating funds				
Events	502		502	1,171
Fabric Fund Sales	0	0	0	13
Refreshments	75		75	395
Grants Received	0		0	0
	<u>577</u>	<u>0</u>	<u>577</u>	<u>1,579</u>
Gift Day	1,309	0	1,309	550
c Investment Income				
Interest	263	0	263	474
d Income from Church Activities				
Church & Hall Lettings	8,828		8,828	25,008
Fees from Weddings, etc.	959		959	1,366
Parish Magazine	186		186	80
	<u>9,973</u>	<u>0</u>	<u>9,973</u>	<u>26,454</u>
e Income from Legacies	0	0	0	32,000
Total Incoming Resources	<u>58,743</u>	<u>0</u>	<u>58,743</u>	<u>111,270</u>

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

3 Expenditure

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
a Costs of generating Voluntary Income				
Stewardship Costs	0	0	0	90
b Fund-raising Trading Costs	0	0	0	0
c Church Activities				
Ministry Costs				
Diocesan Parish Contribution	47,500		47,500	47,500
Other Clergy Costs	898		898	851
Church Running Expenses	11,469		11,469	12,530
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Hall Repairs etc.	2,740		2,740	2,180
	83,679	0	83,679	84,391
d Gifts to Missions	1,200	0	1,200	1,200
e Payments from Lighting Fund	0	0	0	1,396
f Payments from Repairs Legacy	0		0	4,927
g Governance Costs				
Independent Examination Fee	0	0	0	0
Cost of Annual Accounts	0	0	0	0
Total Resources Expended	84,879	0	84,879	92,004

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

4 Staff Costs

	2020	2019
a. <i>Wages & Salaries</i>	£4,220	£4,559
Fees have been paid to 2 organists to cover services and choir rehearsals.		
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Additions			
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At 31st. December 2020	<u>0</u>	<u>0</u>	<u>0</u>
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	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	390,915	0	390,915
Current Assets	127,462		127,462
Current Liabilities	-19,328		-19,328
	<u>499,049</u>	<u>0</u>	<u>499,049</u>

8 Debtors

	2020	2019
	£	£
Income Tax Recoverable	5,939	7,399
Prepayments & accrued income	2,629	4,716
Other debtors	0	0
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PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

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	26,789	164	0	26,953
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	2020	2019	2020	2019
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Insurance	3,955	3,940	1,489	1,515
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Administration	3,121	2,868	0	0
Maintenance	7,386	3,494	2,740	2,180
Total	18,855	16,024	11,896	14,943

12 Donations to the Church from PCC members during the year totalled 10063

PAROCHIAL CHURCH COUNCIL OF ST. FRANCIS OF ASSISI, WEST WICKHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST. DECEMBER 2020

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Bromley & Croydon Women's Aid	0	162
Bishop's Lent Appeal	0	335
Polio Society	0	200
	<u>2,528</u>	<u>7,528</u>

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	Unrestricted
	£
Balance 1.1.20	21,228
Receipts	0
	<u>21,228</u>
Payments	0
Balance 31.12.20	<u>21,228</u>

15 Lighting & Improvement Fund

	Restricted
	£
Balance 1.1.20	13,601
Receipts	0
	<u>13,601</u>
Payments	0
Balance 31.12.20	<u>13,601</u>

16 Legacies

	Unrestricted
	£
Balance 1.1.20	125,172
Received in Year	0
	<u>125,172</u>
Expenditure in Year	0
Balance 31.12.20	<u>125,172</u>

17 Church Repairs & Maintenance Fund (Legacy)

	Restricted
Balance 1.1.19	13,188
Income	164
Balance 31.12.19	<u>13,352</u>

INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF ST FRANCIS OF ASSISI IN WEST WICKHAM

Accounts certificate for St Francis of Assisi In West Wickham

Respective responsibilities of the trustees and the independent examiner

The charities' trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the general directions given by the Charities Commissioners section 145(5) (b) of the 2011 Act
- State whether particular matters have come to my attention

Basis of Independent Examiner's Statement

My examination was carried out under the general directions of the Charity Commission.

An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It includes consideration of any unusual items or disclosures in the accounts and seeking explanation from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would require under a full audit and consequently I do not present an audited opinion on the accounts.

Independent Examiner's Statement

1. In connection with my examination no matters have come to my attention which give me reasonable cause to believe that in any material respect the requirements
 - To keep accounting records with section 130 of the 011 Act, or
 - To prepare accounts which according to these accounting records have not been met
2. To which in my opinion attention should be drawn in order to gain a proper understanding of the accounts

Keith Earthrowl

47 Boundary Way

Addington Village

Croydon CR0 5AU

February 18, 2021