

# ECCLESIASTICAL PARISH OF ST MARY BROOKFIELD



## FINANCIAL STATEMENTS

OF

THE PAROCHIAL CHURCH COUNCIL  
REGISTERED CHARITY NO. 1136821

FOR THE YEAR ENDED  
31 DECEMBER 2020

**Incumbent:**

Fr Damien Mason  
The Vicarage  
85, Dartmouth Park Road  
London NW5 1SL

**Bank:**

HSBC PLC  
31 Holborn Circus  
London  
EC1N 2HR

**Independent Examiner:**

Heather Cheesman FCA  
Chichester Accounting Ltd

# ANNUAL REPORT

## ***Administrative Information***

St Mary Brookfield is part of the Diocese of London. The correspondence address is The Vicarage, 85 Dartmouth Park Road, London NW5 1SL. The Parochial Church Council (PCC) is a registered charity (no 1136821).

PCC members who have served from 1st January 2020 until the date of this report are:

### ***Incumbent:***

Fr Damien Mason (Chair)

### ***Wardens:***

Peter Dann

Ian MacGregor

### ***Representatives on the Deanery Synod***

Bill Saunders

Lucy Boyd (from 11 Oct 2020)

### ***Elected Members***

Oliver Butt

Nicholas Bethune (Vice Chair)

Ruth Godwin

Nicola Pittam OBE (Treasurer)

Calvin Robinson (until 11 Oct 2020)

Denise Sealy

Mark Williams

Thomas Loyn (from 11 Oct 2020)

Noel Casey (from 11 Oct 2020)

William Johnson (from 11 Oct 2020)

Lydia Kember (from 11 Oct 2020)

## ***Structure, governance and management***

Members of the PCC are either ex officio by virtue of being Churchwardens, or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

The PCC operates through the Standing Committee, a committee required by law. The Standing Committee has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

## ***Aim and Purposes***

St Mary's Brookfield PCC is responsible for co-operating with the incumbent, Fr Damien Mason, in promoting the Christian faith and the whole ministry of the Church, pastoral, evangelistic, social and ecumenical in the ecclesiastical parish of St Mary Brookfield. It also has maintenance responsibilities for the Church, and the Church Hall at York Rise.

## ***Objectives and activities***

The PCC is committed to enabling as many people as possible to worship at St Mary's and to become part of the church community. Our services put faith into practice through prayer

and Scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable people to live out their faith as part of our church community through:

- Worship and prayer; learning about the gospel; developing their knowledge of and trust in Jesus;
- Provision of pastoral care for people living in the parish;
- Reaching out to the wider community and partnering with local organisations.

## ***Achievements and performance***

### ***Electoral Roll***

There are 63 names entered on the Roll.

### ***Review of the year***

At the beginning of 2020 we were all set to begin work on our Mission Action Plan (MAP) which we worked on and adopted in 2019. Although the year started off well, we quickly realized 2020 would be a year like no other with COVID-19 and all the restrictions that were put in place to ensure people were safe.

This year has been an extremely difficult year for many in our community and parish, but we have been able to push forward with our MAP and our set goals, continuing with work already begun, and taking on new projects and activities to respond to the various needs of our parish during the pandemic.

Our MAP *Vision 2025* seeks renewal in the life of our congregation and parish focusing on five areas of transformation and growth:

- ◆ Worship
- ◆ Discipleship & Faith
- ◆ Young People
- ◆ Transforming Community
- ◆ Transforming our Building

Worship lies at the centre of our life as a parish on Sundays and weekdays. Our average adult Sunday attendance before public worship was prohibited was 51, and 8 children. During the first lockdown period, we started livestreaming our Sunday service, and weekday services, on Facebook. We regularly had up to 30 people accessing our livestream Sunday and weekday Masses with larger numbers viewing later in the week. Holy Week and most of Easter was livestreamed from the vicarage when the Diocese decided priests should no longer enter

their churches. We objected strongly to these restrictions, but complied. It proved possible to transform one room into a chapel for livestreaming, and the services broadcast were much appreciated.

We have managed to keep in touch with parishioners via the weekly parish email newsletter, and through printed materials sent out to those who are not online. The ministry team have been in contact via telephone, and when possible, by visiting, those who are particularly isolated and staying at home. Following Mass on Sundays, during the first lockdown we held *Zoom Coffee* where parishioners could meet together to chat together. We have also held an online book club later on in the year reading Rowan Williams' *Being Disciples*. During these difficult times these groups have provided a good way for the people to check in with one another and stay connected.

When churches were permitted to reopen for individual prayer in June, we decided to keep the church open every day for individual prayer. This has been maintained and we intend to continue to keep our doors open as much as possible. Following the reopening of public worship in July, we introduced measures in church to ensure social distancing, and to keep members of the congregation safe, and numbers were starting to recover to former levels at the end of the year, though many of our congregation are shielding. Attendance over Christmas services despite the situation was good. Our Christmas Carol Service remains the most popular service of the year. To ensure social distancing as well as getting as many people in as safely as possible, we took the decision to do two ticketed carol services. In total 118 adults and 21 children attended, in spite of the introduction of further restrictions the day before.

One of the biggest success stories of 2020 was the appointment of Mr David Terry as Organist & Director of Music. David comes with lots of experience in church music. With David's arrival we have quickly developed a small group of singers who provide music for services of a high and consistent standard. We hope to strengthen this aspect of our church life over the next few years as we believe having good liturgical music is an area for growth and part of our missional identity. The choir have been involved in the livestreaming of services and have been instrumental in supporting our necessary online activity during the pandemic.

At the beginning of the year we attracted a decent number of bookings from choirs and orchestras, who normally contribute financially

through rentals, however, most of our regular bookings have had to cancel which has meant a loss of income.

Once again, we hosted the Cold Weather Shelter for three months, on Friday nights from January to March in 2020. Bill Saunders continued to lead on this as coordinator. The costs (£954) for food and laundry were funded primarily through donations. An average of 16 homeless people were accommodated and provided with food on each night. As ever, the response of the parish with helpers has been encouraging, with groups of people volunteering for the various tasks needed to make the shelter run smoothly. The Shelter also attracts volunteers who are not members of the congregation, and thus serves as a useful line of outreach.

Fund raising events included a Burns Night Supper held in the Dartmouth Arms (York Rise), we raised £456. for the Shelter. This was a very successful event, raising awareness of our work in the parish and community. The Summer Fair and a Christmas Bazaar could not be held due to coronavirus restrictions. Needless to say this has not helped parish finances.

2020 saw the first year anniversaries of two projects, *All Aboard* for under 5s and *Lunch at St Mary's*; a weekly community lunch for members of our community and beyond. Both of these groups are church activities with Fr Damien helping lead and volunteers from our congregation. Before the first lockdown *All Aboard* was attracting up to 25-30 children with parents and carers. *Lunch at St Mary's* can be between 30-40 people. Both are temporarily in abeyance, due to the pandemic, but we look forward to restarting them in 2021, when it becomes possible, and increasing their frequency. These projects are run in partnership with Highgate Newtown Community Centre (HNCC). Our joint response to the pandemic has been to run a local foodbank and a meals-on-wheels service. This has been a real joint effort with local organisations working together to address the needs raised by social isolation, the elderly and infirm having to stay at home, and the rise in poverty locally as people face redundancy and reduced work. St Mary's also hosted a series of events organized by HNCC over the 12 days of Christmas for isolated members of the community.

The Church Hall continues to be a major source of income for the parish, but it also continues to need regular improvements. The drainage at the back of the hall was improved, and both the flooring and the electric wiring at flat 2 were renovated. The church's title to the hall has been registered, and a draft lease has been drawn up

for the nursery. We are confident that this will be signed during 2021.

The PCC continued to work throughout 2020 on our building work project with our architect, Ian Angus of Carden & Godfrey. Extensive discussions have taken place as we considered our various needs and hopes for St Mary's and how these might be solved architecturally, whilst addressing the necessary wall repairs in the chancel and in other part of the building. We have now reached the end of the initial process and have some drawings and proposals to take to the DAC and funders in due course.

The full PCC met 6 times during the year: twice in person, and 4 times on zoom. We continue to be a body that is involved in the governance of the church with responsibilities shared out amongst members. The PCC support the vicar in his work and ministry and have an important role in ensuring we represent our diverse congregation. At our last APCM welcomed four new members to the PCC.

### ***Risk Management***

The PCC noted that continuing expenditure on church and hall maintenance would need to be carefully monitored to ensure that the parish could still meet and if possible increase payments to the Common Fund of the Diocese. The church is dependent on the rents received from the church hall. If one or more of the flats are left vacant for a significant period of time, or if the nursery is prevented from opening, the church's income would be severely affected. It was noted that, so far, the restrictions in place to meet the Covid-19 pandemic had only affected weekend lettings at the church hall, and income from the church, through loss of concerts, fund raising income and collections. Continuation of Coronavirus restrictions will continue to affect the church income in 2021, but, on the evidence of 2020, income from the church hall will be sufficient to cover this. The church also still has sufficient reserves to enable us to keep operating in the event that the situation deteriorates.

Concerning statutory and legal requirements, the church continued to insure with Ecclesiastical Insurers which provides cover for the most significant high impact risks identified by the PCC.

The PCC also continually monitors the condition of our buildings to ensure that all users of both the church and the hall remain at minimal risk.

The process of identifying the major risks to which the church is exposed, as identified by the PCC, continues. The PCC is committed to continuing this review of risks identified, and to making sure that the systems established to

mitigate those risks are improved, where necessary

### ***Safeguarding***

St Mary's takes safeguarding seriously in the context of our belief that we are all unique, valued, and made in God's image. We have formally adopted our own safeguarding policy in line with that of the Diocese of London and the national church. There is a designated Church Safeguarding Officer, Bill Saunders and Children's Champion, Calvin Robinson.

### ***Reserves policy***

At the end of the year, the PCC had cash reserves of £90,390 (2019: £106,139), of which £9,096 (2019: £20,934) were held on restricted funds and not available for general purposes of the charity.

The church requires significant reserves to ensure that it is able to finance any maintenance required to the Church and church hall buildings, and to meet its liabilities as they fall due. In consequence of the Coronavirus restrictions during 2020, the church's reserves have been reduced by £18,325. However, the church still has the funds in the Church Hall fund (£66,082 (2019: £77,079)) to cover maintenance needs and other liabilities.

In addition, the PCC holds cash reserves on the general fund (£8,854 at 31 December 2020 (£3,605 at 31 December 2019)) as a safeguard against unforeseen expenditure needs. It can call on the church hall account where this is insufficient. The level of the reserves is decided by reference both to identified building and maintenance requirements, and to the PCC's experience. It may be necessary to draw on the reserves in both the Church hall fund and on general funds to cover expenditure during the Covid-19 pandemic, until the church's income recovers. The level of reserves is reviewed annually.

### ***Financial review***

Planned giving received during 2020 decreased by 9.7% on the previous year. Total voluntary income decreased by 13.4% and total income increased by 2.6%.

£182,871 (2019: £154,021) was spent during the year, including the contribution of £58,025 (2019: £58,025) to the diocesan Common Fund. The net result for the year was a loss of £18,205 (2019: a surplus of £6,520).

The PCC has agreed to the diocese's request that common fund contributions for 2021 should be maintained at the same level as for 2020. Accordingly, the parish will contribute £58,025 to the Common Fund for 2021.

### ***Plans for future periods***

As we move into 2021, we are hopeful that St Mary's is ready to meet the challenges that lie ahead. COVID-19 has set some of our plans back for *Vision 2025*, however we push forward as much as we can. We hope to make significant progress regarding our building work. We will continue to work with the local community partner HNCC, strengthening and building upon the work we are currently doing, and continue to attract new and young people to St Mary's through our worship and witness. We are excited about the year ahead and all that God will do among us.

As we seek to live lives marked by the life, death and resurrection of Jesus Christ we want to honour all that has gone before and affirm our "yes" to what will be in the coming years as we work towards *Vision 2025*. We recognise the need to build on the signs of encouragement that we have shared in together. We must become a people who are ready to welcome and meet the Lord Jesus in everything we do, in one another and in the community we seek to serve. And, however small we are, we need to live out our faith ever more intensely as we witness to Christ in an attractive, welcoming, and life-affirming way.

[ Damien Mason]

Fr Damien Mason

## **Independent Examiner's Report to the PCC of St Mary's Brookfield**

I report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 6 - 15, following an examination carried out in accordance with section 145 of the Charities Act 2011 ("the Act").

### **Respective responsibilities of trustees and examiner**

As members of the PCC, you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is needed.

It is my responsibility to:

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

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is expressed as to whether the accounts present 'a true and fair view' and the report is limited to those matters set out in the statement below.

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

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

- (1) which gives me reasonable cause to

believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the Act; and
- to prepare accounts which accord with the accounting records and comply with the requirements of the Act,

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

[Heather Cheesman]

Heather Cheesman FCA  
104 Stockbridge Road  
Chichester  
West Sussex  
PO19 8QP

10<sup>th</sup> March 2021

Parochial Church Council of St Mary Brookfield

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31 December 2020

		Unrestricted Funds	Designated Funds			Restricted Funds	TOTAL FUNDS 2020	2019
	Notes		Music Memorial fund	Church Fund	Hall			
		£	£	£		£	£	£
INCOME								
Donations and legacies	3(a)	40,444	-	-		16,009	56,453	65,184
Trading activities	3(b)	3,574	-	103,770		531	107,875	93,966
Investment income	3(c)	6	25	219		55	305	537
Church activities	3(d)	33	-	-		-	33	854
Other income	3(e)	-	-	-		-	-	-
TOTAL INCOMING RESOURCES		44,057	25	103,989		16,595	164,666	160,541
EXPENDITURE								
Costs of raising funds	4(a)	900	-	-		-	900	1,547
Church activities	4(b)	115,683	-	38,508		27,780	181,971	152,474
TOTAL EXPENDITURE		(116,583)	-	(38,508)		(27,780)	(182,871)	(154,021)
NET MOVEMENT IN FUNDS		(72,526)	25	65,481		(11,185)	(18,205)	6,520
TRANSFER OF FUNDS		75,000		(75,000)				
RECONCILIATION OF FUNDS								
BALANCES BROUGHT FORWARD AT 1 JANUARY 2020		583,629	6,333	151,862		20,496	762,320	755,800
BALANCES CARRIED FORWARD AT 31 DECEMBER 2020		586,103	6,358	142,343		9,311	744,115	762,320

The notes on pages 9 - 15 form part of these accounts.

# Parochial Church Council of St Mary Brookfield

## BALANCE SHEET At 31 December 2020

	Note	2020	2019
		£	£
<b>FIXED ASSETS</b>			
Tangible fixed assets	7	654,077	655,640
<b>CURRENT ASSETS</b>			
Debtors	8	5,713	3,743
Central Board of Finance deposits		69,167	68,862
Cash at bank and in hand		21,223	37,276
		96,103	109,881
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	9	(6,065)	(3,201)
<b>Net current assets</b>		90,038	106,680
<b>Total assets less current liabilities</b>		744,115	762,320
<b>TOTAL NET ASSETS</b>		744,115	762,320
<b>FUNDS</b>	10		
Unrestricted:			
General funds		586,103	583,629
Music Memorial Fund		6,358	6,333
Church hall designated fund		142,343	151,862
		734,804	741,824
Restricted funds		9,311	20,496
		744,115	762,320

Approved by the Parochial Church Council by correspondence by 22nd April 2021 and signed on its behalf by:

[Peter Dann]

[Ian MacGregor]

Peter Dann (Churchwarden)

Ian MacGregor (Churchwarden)

[Nicola Pittam]

Ms Nicola Pittam (Treasurer)

The notes on pages 9 - 15 form part of these accounts.



# Parochial Church Council of St Mary Brookfield

## Notes to the Financial Statements For the year ended 31 December 2020

### 1. THE BASIS OF ACCOUNTING

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2015 (Financial Reporting Standard 102).

The financial statements have been prepared under the historic cost convention except for investments, which are shown at market value. The Church Hall is valued at cost, taken as the insurance estimated value of rebuilding in 1998, and the cost of structural alterations made in 2011. The Accounts have been prepared on an accrual basis.

### 2. ACCOUNTING POLICIES

#### Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. There are three designated funds: the Church Hall designated fund, the Church Maintenance Fund (created by the re-designation of the Church Roof fund after the major work to the Church Roof was finished) and the Music Memorial Fund. Money earned by the Church Hall is accounted for in the Church Hall Fund. The maintenance of the church hall is the first charge on that fund. Any surpluses on the fund may be transferred to the general fund to finance the work of the parish.

The Church also has the following restricted funds: the Churchwardens' Fund (see further note 11, and page 13); the Elsie Huxley Music Fund, set up in memory of Elsie Huxley, which contributes to the costs of music; the Charities fund, into which moneys donated to charity through the church are paid. The other restricted funds include the Organ Fund to which donations are made to contribute to the cost of the organ, the Vestments Fund, for the purchase of vestments, the Cold Weather Shelter fund, for donations towards the church's expenses as a participant in the Camden Churches Cold Weather Scheme, the Hall fund, and a Church Wall fund, for donations to the cost of repairs to the church walls. In 2019, there was also the Walsingham Fund (into which payments towards the costs of pilgrimage to Walsingham were received).

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law.

#### Income

Collections are recognized when received by or on behalf of the PCC. Planned Giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognized at the end of the financial year.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised by the fete, bazaar and similar events are accounted for gross.

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

#### Expenditure

Grants and donations are accounted for when paid over. The parish contribution to the diocese common fund (the parish share) is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. Insurance payments are accounted for when paid.

#### Fixed assets

##### *Consecrated property and movable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2003 there is insufficient cost information available and therefore such assets are not valued in the accounts.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,500 or on the repair of movable church furnishings acquired before 1 January 2013 is written off when incurred.

##### *Other property, fixtures, fittings and office equipment.*

Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. No depreciation is charged on the church hall as the currently estimated residual value of the hall (discounted for monetary inflation since their capitalisation) is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. If the carrying value of the buildings looks greater than their current value on this basis, an impairment review would be carried out and any resultant loss included in expenditure for the year. Fixtures and fittings within the church hall are depreciated on a straight-line basis over 15 years.

#### Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Short-term deposits include cash held on deposit with the CBF Church of England Funds or at the bank.

Notes to the Financial Statements  
For the year ended 31 December 2020

### 3 INCOMING RESOURCES

	Unrestricted funds			Restricted funds		TOTAL FUNDS	
	General funds	Designated funds				2020	2019
		Church music	Church hall			£	£
	£	£	£	£			
<b>Incoming resources from generated funds</b>							
<b>3(a) Voluntary Income</b>							
Planned giving:							
Gift Aid Donations	23,380	-	-	-	23,380	25,035	
Income tax recoverable	5,845	-	-	-	5,845	6,259	
Other planned giving	2,128	-	-	-	2,128	3,414	
	<b>31,353</b>	-	-	-	<b>31,353</b>	<b>34,708</b>	
Collections	1,722	-	-	-	<b>1,722</b>	5,191	
Gift Aid Small Donations Scheme	481	-	-	-	<b>481</b>	1,395	
Sundry donations							
Gift Aid	3,904	-	-	795	4,699	5,457	
Income tax recoverable	976	-	-	199	1,175	1,364	
Other donations	2,008	-	-	1,015	3,023	1,439	
	<b>6,888</b>	-	-	<b>2,009</b>	<b>8,897</b>	<b>8,260</b>	
Grants (see further note 11)	-	-	-	14,000	14,000	15,630	
Legacy	-	-	-	-	-	-	
	<b>40,444</b>	-	-	<b>16,009</b>	<b>56,453</b>	<b>65,184</b>	
<b>3(b) Activities for generating funds</b>							
Trading income (see further note 12)	2,568	-	-	-	2,568	5,334	
Rental and letting income (see note 13)	-	-	98,038	-	98,038	82,850	
Fund-raising activities (see note 14)	294	-	-	531	825	3,014	
Sundry income							
Miscellaneous	712	-	1,050	-	1,762	2,185	
Utilities payments	-	-	4,682	-	4,682	583	
	<b>3,574</b>	-	<b>103,770</b>	<b>531</b>	<b>107,875</b>	<b>93,966</b>	
<b>3(c) Income from investments</b>							
Interest on funds with Central Board of Finance	6	25	219	55	305	537	
Interest from Inland Revenue	-	-	-	-	-	-	
	<b>6</b>	<b>25</b>	<b>219</b>	<b>55</b>	<b>305</b>	<b>537</b>	
<b>3(d) Incoming resources from charitable activities</b>							
Parish Magazine	-	-	-	-	-	-	
Bible Reading Fellowship notes	20	-	-	-	20	18	
Fees	13	-	-	-	13	836	
	<b>33</b>	-	-	-	<b>33</b>	<b>854</b>	
<b>3(e) Other ordinary incoming resources</b>							
Insurance claims	-	-	-	-	-	-	
<b>TOTAL INCOMING RESOURCES</b>	<b>44,057</b>	<b>25</b>	<b>103,989</b>	<b>16,595</b>	<b>164,666</b>	<b>160,541</b>	

Notes to the Financial Statements  
For the year ended 31 December 2020

		Unrestricted funds	Designated funds		Restricted funds	TOTAL FUNDS	
		General funds				2020	2019
		£	Church music £	Church hall £	£	£	£
4	EXPENDITURE						
	Costs of generating funds						
4(a)	Costs of raising funds						
	Costs of stewardship	-	-	-	-	-	48
	Costs of fundraising	579	-	-	-	579	1,099
	Advertising	321	-	-	-	321	400
		900	-	-	-	900	1,547
4(b)	Church activities						
	Charitable giving	-	-	-	152	152	-
	Ministry						
	Diocesan Fund	58,025	-	-	-	58,025	58,025
	Clergy expenses	906	-	-	-	906	621
	Vicarage telephone	895	-	-	-	895	842
	Hospitality	150	-	-	-	150	960
	Cold Weather Shelter	-	-	-	954	954	961
	Study material	-	-	-	-	-	75
	Ministry to children	485	-	-	-	485	294
	Pilgrimage to Walsingham	-	-	-	-	-	1,780
	Website	250	-	-	-	250	1,700
	Sundry costs	2,086	-	-	-	2,086	1,063
	office supplies	438	-	-	-	438	483
	Presentation	300	-	-	250	550	105
	Printing	1,013	-	-	-	1,013	1,071
		64,548	-	-	1,204	65,752	67,980
	Vicarage costs						
	Vicarage maintenance	1,192	-	-	-	1,192	-
	Vicarage utilities	289	-	-	-	289	282
		1,481	-	-	-	1,481	282
	Church and Hall costs						
	Maintenance	12,303	-	7,759	-	20,062	12,046
	utilities	4,807	-	4,727	-	9,534	10,624
	Insurance	6,385	-	2,128	-	8,513	10,544
	Major works	-	-	7,076	-	7,076	14,933
	Professional fees re proposed major works	7,276	-	-	11,040	18,316	-
	Professional fees	-	-	2,268	-	2,268	5,059
	Caretaker's wages	-	-	10,238	-	10,238	9,600
	Church hall legal and admin costs	-	-	2,468	-	2,468	893
		30,771	-	36,664	11,040	78,475	63,699
	Upkeep of services						
	Music costs	-	-	-	11,759	11,759	7,650
	Organists	6,290	-	-	-	6,290	6,005
	Repair and refurbishment of candles	6,173	-	-	-	6,173	-
	Purchase of altar frontals	3,814	-	-	-	3,814	-
	Other service costs	1,706	-	-	3,344	5,050	3,571
		17,983	-	-	15,103	33,086	17,226
	Movable furnishings and equipment						
	Depreciation	-	-	1,844	281	2,125	2,687
						2,125	2,687
	Governance costs						
	Independent examination	900	-	-	-	900	600
	Total expenditure on charitable activities	115,683	-	38,508	27,780	181,971	152,474
	TOTAL RESOURCES EXPENDED	116,583	-	38,508	27,780	182,871	154,021

**5 STAFF COSTS/PCC EXPENSES**

The average number of staff employed by the church during the year was 1 (2019:1). During the year the PCC employed one hall manager and engaged the services of organists. The hall manager was paid £10,238 for his services (in 2019, £9,600 was paid to the hall manager). The organists were paid £6,290 for their services (in £2019, the organists were paid £6,005).

During the year the vicar was reimbursed travelling and administrative expenses of £906 (in 2019, the vicar was reimbursed £621 for expenses).

No staff received salaries at a rate of more than £60,000 per annum, and no member of the PCC received employment benefits from the PCC in either the current or the preceding year.

**6 RELATED PARTY TRANSACTIONS**

During the year £18,137 was received by way of donations from members of the PCC. No expenses have been paid to any member of the PCC, except for clergy expenses disclosed in note 5.

7 FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Fixtures and fittings £	Other church equipment £	TOTAL ASSETS 2020 £
Tangible fixed assets					
Actual / Deemed Cost	At 1 January 2020	643,196	27,654	7,266	678,116
	Correction	-	-	562	562
	Additions	-	-	-	-
	At 31 December 2020	643,196	27,654	7,828	678,678
Depreciation	At 1 January 2020	-	15,210	7,266	22,476
	Charge for the year	-	1,844	281	2,125
	At 31 December 2020	-	17,054	7,547	24,601
Net Book Value	At 31 December 2019	643,196	12,444	-	655,640
	At 31 December 2020	643,196	10,600	281	654,077

The freehold land and buildings comprise the church hall at York Rise. For accounting purposes the hall is valued at cost (taken as the insurance valuation of the cost of rebuilding, valued for insurance purposes at 31 December 1998 at £580,000, together with the cost of structural alterations made in 2011).

8 DEBTORS

	Unrestricted funds	Restricted funds		TOTAL FUNDS	
	General funds	Designated funds		2020	2019
		Church hall			
	£	£	£	£	£
Fr Damien	120	-	-	120	-
Brookfield Press Debtors	630	-	-	630	130
Inland Revenue	1,367	-	87	1,454	1,760
York Rise Nursery School	-	2,107	-	2,107	1,653
Agincourt Badminton Club	-	-	-	-	160
Laurier Road Residents Association	-	-	-	-	40
Danielle Rosen (hall flat 3)	-	152	-	152	-
Deidre, Rashid and Soumiya Rettali (hall flat 1)	-	1,250	-	1,250	-
	2,117	3,509	87	5,713	3,743

9 CURRENT LIABILITIES

	Unrestricted funds	Restricted funds		TOTAL FUNDS	
	General funds	Designated funds		2020	2019
		Church hall			
	£	£	£	£	£
British Gas	1,112	464	-	1,576	1,337
James Hearn	-	-	-	-	707
Fr Damien Mason	602	-	29	631	812
Ben Williams	-	130	-	130	225
London Diocesan Fund (fees due)	398	-	-	398	-
St Joseph's Workshops Ltd	-	-	-	-	41
Castle Water	-	-	-	-	79
London Lease Plan Ltd	-	450	-	450	-
QODA	2,880	-	-	2,880	-
	4,992	1,044	29	6,065	3,201

10 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted funds			Restricted funds		TOTAL FUNDS	
	General funds	Designated funds				2020	2019
		Church Music	Church hall				
	£	£	£	£	£	£	£
Fixed Assets for Church use	580,124	-	73,796	157	654,077	655,640	
Current Assets							
Funds on deposit with Central Board of Finance	1,867	6,358	54,907	6,035	69,167	68,863	
Bank deposits	6,985	-	11,175	3,061	21,221	37,160	
Petty cash	2	-	-	-	2	116	
	8,854	6,358	66,082	9,096	90,390	106,139	
Debtors	2,117	-	3,509	87	5,713	3,743	
	10,971	6,358	69,591	9,183	96,103	109,882	
Current Liabilities	(4,992)	-	(1,044)	(29)	(6,065)	(3,201)	
Net Current Assets	5,979	6,358	68,547	9,154	90,038	106,680	
Liabilities falling due after one year	-	-	-	-	-	-	
<b>Fund Balance</b>	586,103	6,358	142,343	9,311	744,115	762,320	

ANALYSIS OF NET ASSETS BY FUND: COMPARATIVES FOR 2019

	Unrestricted funds			Restricted funds		TOTAL FUNDS	
	funds	Designated funds				2019	2018
		Church Music	Church hall				
	£	£	£	£	£	£	£
Fixed Assets for Church use	580,000	-	75,640	-	655,640	658,327	
Current Assets							
Funds on deposit with Central Board of Finance	1,360	6,333	48,280	12,889	68,862	78,325	
Bank deposits	2,129	-	26,986	8,045	37,160	21,972	
Petty cash	116	-	-	-	116	86	
	3,605	6,333	75,266	20,934	106,138	100,383	
Debtors	1,411	-	1,813	519	3,743	3,715	
	5,016	6,333	77,079	21,453	109,881	104,098	
Current Liabilities	(1,387)	-	(857)	(957)	(3,201)	(6,625)	
Net Current Assets	3,629	6,333	76,222	20,496	106,680	97,473	
Liabilities falling due after one year	-	-	-	-	-	-	
<b>Fund Balance</b>	583,629	6,333	151,862	20,496	762,320	755,800	

11 GRANTS

The parish of St Mary Brookfield is a beneficiary of annual grants from the St Pancras Church Lands Trust, a Charitable Trust established by Act of Parliament in 1816. This grant may only be used for the maintenance of the church fabric and the maintenance of worship in the parish, and not for general parochial purposes. The amounts received and paid have therefore been included in Restricted Funds in the Statement of Financial Activities. Full details of the funds received from this trust, and payments from that fund are given in the Churchwardens' Account on page 11.

	2020 £	2019 £
St Pancras Church Lands Trust	14,000	15,500
		-
	14,000	15,500

Notes to the Financial Statements  
For the year ended 31 December 2020

12 TRADING INCOME

	2020 £	2019 £
Brookfield Press	910	510
Votive candles	225	322
Refreshments	29	-
Books and cards	46	48
Stay and play	218	369
Fee for use of church and churchyard	1,140	4,085
<b>Total</b>	<b>2,568</b>	<b>5,334</b>

13 RENTAL AND LETTING INCOME

	2020 £	2019 £
Nursery School rent	40,000	22,149
Lettings	2,438	11,088
Flat 1 rent	21,400	17,500
Flat 2 rent	18,000	18,000
Flat 3 rent	16,200	14,113
	<b>98,038</b>	<b>82,850</b>

14 FUND-RAISING EVENTS

	General funds £	Restricted fund £	2020 £	2019 £
Fete	-	-	-	1,099
Bazaar	-	-	-	1,059
Burns' Night	-	456	456	-
Collection of coins	-	75	75	129
100 club	294	-	294	727
	<b>294</b>	<b>531</b>	<b>825</b>	<b>3,014</b>

15 2019 COMPARATIVES BY FUND

	Unrestricted funds				Restricted funds	2019
	General funds	Designated funds				
		Church Music	Church hall	Church maintenance fund		
	£	£	£	£	£	£
<b>INCOME AND ENDOWMENTS</b>						
Donations and legacies	46,377	-	-	-	18,807	65,184
Other trading activities	8,689	-	83,433	-	1,844	93,966
Investment income	9	48	382	-	98	537
Other Income	854	-	-	-	-	854
<b>TOTAL INCOME AND ENDOWMENTS</b>	<b>55,929</b>	<b>48</b>	<b>83,815</b>	<b>-</b>	<b>20,749</b>	<b>160,541</b>
<b>EXPENDITURE</b>						
Costs of raising funds	1,547	-	-	-	-	1,547
Church activities	101,856	-	31,635	21	18,962	152,474
<b>TOTAL EXPENDITURE</b>	<b>103,403</b>	<b>-</b>	<b>31,635</b>	<b>21</b>	<b>18,962</b>	<b>154,021</b>
<b>NET MOVEMENT IN FUNDS</b>	<b>(47,474)</b>	<b>48</b>	<b>52,180</b>	<b>(21)</b>	<b>1,787</b>	<b>6,520</b>

Notes to the Financial Statements  
For the year ended 31 December 2020

Statement of Financial Activities for Restricted Funds

	Elsie Huxley Music Fund	Vestments fund	Flower Funds and Christmas decorations	Church wall and extension fund	Cold Weather shelter Fund	Charities Funds	Computer fund	Presentation Fund	Church wardens' fund	Total 2020
	£	£	£	£	£	£			£	£
<b>INCOMING RESOURCES</b>										
<i>Voluntary Income</i>										
Collections	-	-	-	-	-	-	-	-	-	-
Gift Aid Small Donations Scheme	-	-	-	-	-	-	-	-	-	-
Sundry donations	-	-	-	-	-	-	-	-	-	-
Gift Aid	-	420	350	-	25	-	-	-	-	795
Income Tax Recoverable	-	105	88	-	6	-	-	-	-	199
Other donations	-	-	98	34	481	152	-	250	-	1,015
	-	525	536	34	512	152	-	250	-	2,009
	-	525	536	34	512	152	-	250	-	2,009
Grants	-	-	-	-	-	-	-	-	14,000	14,000
<i>Activities for generating funds</i>										
Fund raising	-	-	-	74	457	-	-	-	-	531
Sundry income	-	-	-	-	-	-	-	-	-	-
<i>Income from Investments</i>										
Interest on funds with CBF	15	-	-	-	40	-	-	-	-	55
<b>Total Incoming Resources</b>	<b>15</b>	<b>525</b>	<b>536</b>	<b>108</b>	<b>1,009</b>	<b>152</b>	<b>-</b>	<b>250</b>	<b>14,000</b>	<b>16,595</b>
<b>Resources expended</b>										
<b>Charitable activities</b>										
<i>Charitable giving (see note 15)</i>	-	-	-	-	-	152	-	-	-	152
<i>Cold weather shelter</i>	-	-	-	-	954	-	-	-	-	954
<i>Presentation</i>	-	-	-	-	-	-	-	250	-	250
<i>Professional fees for church wall and extension project</i>	-	-	-	11,040	-	-	-	-	-	11,040
<i>Church costs</i>	-	-	-	-	-	-	-	-	-	-
<i>Maintenance of fabric</i>	-	-	-	-	-	-	-	-	-	-
<i>Church maintenance</i>	-	-	-	-	-	-	-	-	-	-
<i>Utilities</i>	-	-	-	-	-	-	-	-	-	-
<i>Insurance</i>	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
<i>Maintenance of worship</i>	-	-	-	-	-	-	-	-	11,230	11,230
<i>Music</i>	529	-	-	-	-	-	-	-	-	529
<i>Purchase of music</i>	-	-	-	-	-	-	-	-	-	-
<i>Organists</i>	-	555	448	-	-	-	-	-	2,341	3,344
<i>Upkeep of services</i>	-	-	-	-	-	-	-	-	-	-
	529	555	448	-	-	-	-	-	13,571	15,103
<i>Depreciation</i>	-	-	-	-	-	-	281	-	-	281
<b>Total resources expended</b>	<b>529</b>	<b>555</b>	<b>448</b>	<b>11,040</b>	<b>954</b>	<b>152</b>	<b>281</b>	<b>250</b>	<b>13,571</b>	<b>27,780</b>
<b>Net incoming (outgoing) resources</b>	<b>(514)</b>	<b>(30)</b>	<b>88</b>	<b>(10,932)</b>	<b>55</b>	<b>-</b>	<b>(281)</b>	<b>-</b>	<b>429</b>	<b>(11,185)</b>
Balances brought forward	4,171	30	-	13,891	1,906	48	438	-	12	20,496
<b>Balances carried forward</b>	<b>3,657</b>	<b>-</b>	<b>88</b>	<b>2,959</b>	<b>1,961</b>	<b>48</b>	<b>157</b>	<b>-</b>	<b>441</b>	<b>9,311</b>

Statement of Financial Activities for Restricted Funds: Comparatives for 2019

	Elsie Huxley Music Fund	Vestments fund	Organ and Flower Funds	Church wall fund	Cold Weather shelter Fund	Charities Funds	Computer fund	Walsingham Fund	Church wardens' fund	Total 2019
	£	£	£	£	£	£		£	£	£
<b>INCOMING RESOURCES</b>										
<i>Voluntary Income</i>										
Collections	-	-	-	-	587	-	-	-	-	587
Gift Aid Small Donations Scheme	-	-	-	-	134	-	-	-	-	134
Sundry donations	-	-	-	-	-	-	-	-	-	-
Gift Aid	-	-	-	1,500	40	-	-	-	-	1,540
Income Tax Recoverable	-	-	-	375	10	-	-	-	-	385
Other donations	-	-	-	11	650	-	-	-	-	661
	-	-	-	1,886	700	-	-	-	-	2,586
	-	-	-	1,886	1,421	-	-	-	-	3,307
Grants	-	-	-	-	-	-	-	-	15,500	15,500
<i>Activities for generating funds</i>										
Fund raising	-	-	-	129	-	-	-	-	-	129
Sundry income	-	-	-	-	-	-	-	1,715	-	1,715
<i>Income from Investments</i>										
Interest on funds with CBF	28	-	-	70	-	-	-	-	-	98
<b>Total Incoming Resources</b>	<b>28</b>	<b>-</b>	<b>-</b>	<b>2,085</b>	<b>1,421</b>	<b>-</b>	<b>-</b>	<b>1,715</b>	<b>15,500</b>	<b>20,749</b>
<b>Resources expended</b>										
<b>Charitable activities</b>										
<i>Charitable giving</i>	-	-	-	-	-	-	-	-	-	-
<i>Cold weather shelter</i>	-	-	-	-	961	-	-	-	-	961
<i>Pilgrimage</i>	-	-	-	-	-	-	-	1,775	-	1,775
<i>Church costs</i>	-	-	-	-	-	-	-	-	-	-
<i>Maintenance of fabric</i>	-	-	-	-	-	-	-	-	-	-
Church maintenance	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
<i>Maintenance of worship</i>	-	-	-	-	-	-	-	-	-	-
Music	455	-	-	-	-	-	-	-	7,195	7,650
Organists	-	-	-	-	-	-	-	-	5,105	5,105
Upkeep of services	-	-	1	-	-	-	-	-	3,189	3,190
	455	-	1	-	-	-	-	-	15,489	15,945
<i>Depreciation</i>	-	-	-	-	-	-	281	-	-	281
<b>Total resources expended</b>	<b>455</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>961</b>	<b>-</b>	<b>281</b>	<b>1,775</b>	<b>15,489</b>	<b>18,962</b>
<b>Net incoming (outgoing) resources</b>	<b>(427)</b>	<b>-</b>	<b>(1)</b>	<b>2,085</b>	<b>460</b>	<b>-</b>	<b>(281)</b>	<b>(60)</b>	<b>11</b>	<b>1,787</b>
Balances brought forward	4,598	30	1	11,806	1,446	48	719	60	1	18,709
<b>Balances carried forward</b>	<b>4,171</b>	<b>30</b>	<b>-</b>	<b>13,891</b>	<b>1,906</b>	<b>48</b>	<b>438</b>	<b>-</b>	<b>12</b>	<b>20,496</b>