



# ANNUAL REPORT 2021

## ADMINISTRATIVE INFORMATION

St Catherine and St Paul, Leyton is a Church of England Church situated at 149 Canterbury Road, Leyton, London E10 6EH. It is part of the Deanery of Waltham Forest, within the Diocese of Chelmsford.

The Parochial Church Council (PCC) is a registered charity (1137601)

PCC members who have served during the year 2021

Chair: Revd William Donoghue

Secretary: Olumayowa Soluade

Wardens: Rae Williams  
Sheena Colleen Merchant

Treasurer: Michael Henry

Representatives on  
Deanery Synod: Cheryl Reid

Elected Members:

Kovalan Paramanantham  
Lucy Venn (from May 2021)  
Michael Henry  
Olumayowa Soluade  
Sean Walter-Browne  
Simon Harris  
Sarah-Jane Rufus (until May 2021)  
Victoria Torrance  
Yasmin Allen

Key Management Personnel:

Those in charge of directing, controlling, running and operating the Charity on a day to day basis over 2021 have been Rev William Donoghue (Chair and Vicar); Joey Mitchell (Youth Worker); Michael Henry (Treasurer); Ruby Marwat (Under5s Business Manager); Iva Juma (Under 5s Leader) and Harshine Wanasundra (Under5s Deputy Leader).

### Bankers

Barclays Bank PLC

CCLA Fund Management Ltd

TSB Bank plc

### Independent Examiner

Archie McDowall BA CA  
Stewardship  
1 Lamb's Passage  
London  
EC1Y 8AB



## STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organise elections annually before the Annual Parochial Church Meeting (APCM) to fill vacancies.

## OBJECTIVES AND ACTIVITIES

As mission and ministry continues at Cornerstone, we are committing ourselves as a church to grow in the following four areas as we seek ***to step up and step out as we love and serve the people of East London.***

As a church we have four key priorities or areas of focus to help us achieve our mission statement

- **Discipleship & Pastoral support**
- **Youth, Children's and Pre School Work**
- **Social Action**
- **Racial Justice**

## FUTURE PLANS

Key to developing our mission in 2022 and beyond is to transition further to a church where young people and their families are front and centre in the mission and ministry of the church. We are so thankful for the excellent childrens and youth work already being delivered at Cornerstone, but we are aware that for the church to grow we need to deliberately and intentionally develop this ministry further. To help facilitate this we have set up a steering group to re-envision and develop our long term strategy with young people, as well as developing new initiatives such as a Friday night youth club; an after school give away to the children and families of Barclay school; special children events and developing our monthly family service. This aligns strategically with the Church of England's vision to be a church that is younger and more diverse.

Our social action will be primarily led by the further development of the Baby Bank, which is providing a vital means of material, emotional and spiritual support that is unique in this area. We intend to further grow our volunteer base through partnering with other organisations and draw upon available external funding. It is our intention through an external grant to employ a new coordinator to lead this work.

For the older folks TLC will remain a place of friendship and food, but we will also be trialling a new weekly coffee morning to open the church as a place where the community both young and old can gather.



Key to growing our inner life will be the creation of a new prayer and worship space where those who are hungry for more can encounter God and grow in spiritual gifts. The late John Wimber coined the phrase when thinking about the church and spiritual gifts; 'everyone gets to play'. That is our hope for this space that everyone can play, grow and contribute. Towards the end of 2021 we relaunched our men's ministry and we intend to develop this further as we seek to uplift, support and encourage the men in our church and community. We also want to encourage more people to connect into midweek life groups as we seek to take our personal growth and discipleship more seriously.

Cornerstone is a church which is truly diverse in so many ways. We truly are a multicultural and multi-generational people. As future plans are developed, we will ensure that the cultural make up of our church is represented in leadership roles and that the older generation are listened to and celebrated.

## **ACHIEVEMENTS & PERFORMANCE**

The Trustees have complied with the duty to have due regard to the public benefit guidance published by the Charity Commission. The next sections report on our achievements and performance in various areas of our work.

### **CHURCH ATTENDANCE**

The Electoral Roll currently stands at 87.

Church attendance averaged 67 (adults and children) pre lockdown in March and 49 over the period September to December. During the periods of lockdown, we streamed the service on YouTube and averaged 149 views/service

### **VICAR'S REPORT**

The year started with us in the third national lockdown. Although we were not required by law to stop meeting in person, the strong advice from both the Church of England and the council was to postpone in person services. Like the vast majority of local churches, we took the decision to move our services exclusively online. Although online can never fully replicate our in-person experience, we still enjoyed some of its benefits. It was wonderful to have many different people involved sharing and taking part in the different parts of the service. Special thanks should be given to Godfrey and family for the many worship videos they created and to Kovalan for facilitating so much of the necessary tech.

As we approached Easter time, we began to open up the building more and over Holy Week began church services in the building, including a well-attended Maundy Thursday worship evening and a reflective Good Friday service. Easter Sunday was without doubt one of the highlights of the year as with a sense of joy and celebration we regathered after lockdown outdoor in the carpark and celebrated the risen King.

At the start of the year we shared on the vision to *step up and step out in our love for God, love for one another and love for the people of Leyton and beyond*. Throughout 2021 we were able to do this in really meaningful ways. Our Holiday Hunger project in partnership with our two local primary schools continued providing vital food supplies for struggling families. This was principally during the school holidays but after securing additional funding we were able to support these families over the summer term as well. Special thanks should be given to Runa, Mayowa and Lindsey for leading and developing this project to be the success that it has been.

We stepped up and stepped out through our Baby Bank providing baby essentials and support for families facing hardship. After securing external funding we were able to employ Adam to coordinate the project and have been able to help around 100 families over the year. We were also able to start a drop in on Thursday mornings for parents and babies, providing a place of friendship, advice and support.

We stepped up and stepped out through running of two children's holiday clubs in May and August which were particularly focused on local families who needed support during the school holidays. After many months of the building not being used it was such a joy to see the church full of children having fun and the building being used in a way that shows the love of Christ.

We stepped up and stepped out through our continued work with young people and the chaplaincy support that we provide at Leyton Sixth College.

During Lent we were able to run the Sanctuary Course which explores how as Christians we can better understand mental health and love and support those within the church for whom this is an issue.

Over the course of the year as is the case in the life of any church we said farewell to much loved members of the church notably Alex and Abbie Haward and Alicia & Sean as they left London.

Following a consultation at the end of 2020 we were able to implement a restructure of our staff team. As part of this Barbara our Buildings Services Manager of over twenty years opted for a redundancy payment and then retired in March. It was wonderful being able to celebrate her departure at one of our early services after lockdown. The staff restructuring also saw Jade Hope departing as the role of Operations and Mission Manager was made redundant. Tracey Brandon successfully applied for the newly created role of Verger and in October Jayne Perridge started as new temporary Parish Administrator.

As the end of the year approached, we were able to step up further as we hosted a succession of Christmas events which really engaged the community and brought many people through the doors of the church. Highlights were the incredibly busy Christmas Fayre and of course our popular outdoor Community Carol service. The inaugural Santa Parade on Christmas Eve was a very popular community event as we took Christmas cheer around our local streets and raised money to support the Baby Bank. Due to the rise of infections owing to the Omicron variant we had to cancel some of the events we had planned for families, but praise should be given to the staff team and our wonderful volunteers who adapted so manfully to ensure we put on a series of excellent events. I always say that Christmas is our chance to shine and this Christmas Cornerstone shone very brightly!

2021 was a year of many challenges, chief amongst them navigating the continued pandemic and the staff changes. It is only now going into 2022 that we are beginning to fully understand the affects that covid has had on our church in terms of our finances, building use and regular attendance. It undoubtedly feels like we are different church to the one we were before covid. This is a challenge and one that we have to face but we do so with faith and hope that God has not finished with us yet! But also, it presents us with new opportunities for growth and for the further building of God's kingdom in our part of London. In the midst of the pandemic, we set up significant projects that have loved our community and the scope for these projects to continue reaching people with the gospel is vast.



Any church is ultimately about people. It is not about buildings, projects or programs, it is about people. Cornerstone is made up of special people who God has called and who God is equipping for his service. So many people volunteer, serve and make everything happen at Cornerstone and we are so thankful for each and every one of you. But I do want to take this opportunity to say a special thank you to some specific people. Firstly, our Church Wardens Rae and Sheena continually go above and beyond in serving us all and are a constant source of friendship and encouragement to many. The staff team have worked so hard and have had to constantly change and adapt with the waves of covid. Cheryl continues to do an amazing job in leading our childrens ministry on a Sunday and Helen as our Parish Safeguarding rep ensures that we continue being a church that is safe for all. And finally, our PCC are tireless and diligent in serving the church and acting as trustees of the charity. A huge thank you to you all.

As we look forward, I believe that the call of God on us is to continue *stepping up and stepping out*. To do this I believe we need to increasingly reposition ourselves to be a church that is reaching young people and their families. Already there is so much to be thankful for, especially the quality of kids work that we are able to provide at our Sunday services as well as the growing youth ministry here at Cornerstone Church. But we have the task ahead of us, through the power of the Holy Spirit to reach people, serve the lost and love people into the Kingdom of God. Key to this will be our work with children, young people and their families. Therefore, we need to resource this area of ministry with time, money and energy and take hold of the opportunities that God presents.

The verse for 2022 is Psalm 118:24:

*This is the day the Lord has made;  
We will rejoice and be glad in it.*

For us at Cornerstone this verse reminds that every day, week, month and year is a gift from God and worth rejoicing in. But it also reminds us of the importance of seizing the opportunity of each day and embracing the challenges and the blessings of moment. Like Esther in her own moment of history boldly spoke we are called for such a time as this!

## **Diocese and Deanery**

At deanery and diocesan level there were a number of significant changes. In March Guli Francis-Dehqani was consecrated as the new Bishop of Chelmsford overseeing our diocese. Closer to home Peter Hill our local area Bishop retired during the summer. As Bishop of Barking Peter was a great friend of Cornerstone and great encourager of our ministry in East London. Many of you will remember him taking part in our online services. In November it was announced that Lynne Cullens had been appointed the new Bishop of Barking and she will be formally consecrated as Bishop in early 2022. We look forward to welcoming her to Cornerstone.

## **Mission and Ministry Unit (MMU) & Citizens UK**

At Cornerstone we are part of a Mission Ministry Unit where we work in partnership with two other churches to help facilitate mission in our local area. The two churches are St Mary's Walthamstow and Chingford Parish Church. Despite very different theology and churchmanship between the three churches, the principal thing that holds us together is our commitment to Community Organising in partnership with Citizens UK. Our affiliation to Citizens connects us into an alliance of Waltham Forest organisations and institutions that are committed to building the common good. Over 2021 this partnership continued to research and campaign in the areas of Affordable Housing and Racial Justice with a number of people from Cornerstone involved in the latter. A big highlight of the year was undoubtedly the London Mayor Assembly where we joined with other borough alliances from across the city to present to the two principal mayoral candidates the 'asks' of our of our citizen members.

As an MMU owing in part to Covid-19 the sense of relationship and partnership between the three churches on a congregational level remains quiet. However, between the clergy of the churches there continues to be a sense of working together and mutual support. In 2022 as things settle, we will explore afresh how we continue partnering together.

Bill Donoghue  
Vicar  
Cornerstone Church, Leyton

## **FABRIC REPORT**

We started the year focusing on our external properties - Hainault Road, Essex Road flat and 30 Nottingham Road.

In the previous year 2020, we had to apply for new property licence for all the properties above. We were granted a new five-year licence for the church flat beginning January 2021. Unfortunately, Nottingham Road and Hainault Road properties which falls under HMO status was only granted a one-year licence with conditions and compliance works that cost us over £10,000.00. Because of new regulation from the local council we needed to apply for new planning permissions to acquire our full five-year licence. We went down the route of an LDC [Lawful Development Certificate] application, because of our long history of multiple rentals for these properties. We have now been granted our full five-year property licence for both properties. On behalf of the property committee, I just want to give a big thank you to John Stacey for his tireless work in helping to obtain all the relevant documents and applying for the properties LDC. Thank you, John. The boiler in the flat is on its last legs and will need replacing very soon. We now have a new property management agent for Hainault Road property in place. All the rooms are fully rented out. 30 Nottingham Road property is also fully occupied.

Our yearly safety check for the church building was carried out in February, followed by some remedial works to acquire our safety certificates. In addition, regular maintenance work throughout the building.

We have applied for a grant to cover the cost of replacing our old Heating system. This will cost just over £50,000.00. Please to say that we have been successful in our grant application with us required to put in 10% of the total cost. Work is due to begin in early spring of this year.

The hot water heater was replaced in the coffee bar area. The old printer has been replaced and computer upgraded or replaced. The freezer in the main kitchen is broken and needs replacing.



Flooring in the pre-school play area was repaired, saving us the cost of laying new flooring. Our summer spring cleaning was carried out. This included, cleaning the entire downstairs carpets, and sanitising because of the ongoing virus; checking the guttering; tidying up of the foliage's around the perimeter and cleaning the garden beds. Apply weed killer on paving. Repair outside community bench and repair to utility and storage bunker at the front of building. Thanks to Leon, Georgi and Modestas for their help around the building.

Our five-year quinquennial inspection was carried out in July. The report was satisfying with no major issues. However, from the inspection report a list of recommended works was advised on including checking of our higher guttering and drainage. The water and sewage drainage inspection were carried out with a clean bill of health. The unused car park barrier boxes were removed, creating extra parking space. A long-standing leak around the Velux windows needs to be checked. Other tired looking paint work needs refreshing, amongst other minor works.

Thanks to the staff team and particular to Tracey for her daily upkeep of the use of the building. Blessings to all

Rae Williams

## NIGHT SHELTER

The hard work, perseverance and innovation of the FCENS trustees and staff in keeping the scheme running demonstrates a real passion and deserve heartfelt recognition. Government guidance (and common sense) meant that Night shelter as it previously existed could not run and needed to be completely "reinvented" from the start of Covid.

Over the winter period with the support of the seven Churches they

- Continue to host the night shelter in a hotel annex in Ilford
- Applied for and received grants to house up to 15 guests in hotel rooms in a Covid safe way
- Arranged fridges, microwaves, kettles etc. for each guest
- Engage with the churches in the scheme to arrange volunteers to support FCENS staff and provide individually packaged meals for each guest

Volunteering opportunities are limited, but a big thanks to Leon for helping with providing overnight cover. I thank those of you who have expressed a desire to help, but we have not been able to use.

We do not know what form night shelter will take from October 2022, whether it will continue in a hotel or revert back to the old model of rotating around Churches (or something different). Please pray for the trustees as they start to plan.

Sean Walter-Browne

## **YOUTH & CHILDREN'S MINISTRY**

### **Cornerstone Kids**

Massive thanks to the team of Helen, Jasmine, Lesley, Lindsey, Maureen, Mel and Sheena whose creativity, energy and flexibility have helped to keep Cornerstonekidz running, once lockdown measures were relaxed.

We have combined the two age groups to meet the demands of Safeguarding rules and Ofsted ratios which the children have adapted to well.

The sessions are a combination of worship, games, crafts, prayer and teaching that mirrors the teaching that the adults are receiving.

It continues to be a privilege to work with our young people who inspire us as they pursue the Kingdom of God in their own lives, their families and at school.

We pray that God will continue to help these young people so that they can reach their full potential and discover their purpose in life

Please let Cheryl know if you can join the team to keep this work going.

Please pray:

- for our young people both inside and outside of the church. These are challenging times to grow up in but also ones that offer great opportunities.
- for God to raise up more leaders and helpers.
- for our leaders that He will continue to give them His strength, enthusiasm and vision.

Cheryl Reid

### **Youth Ministry**

#### **January 2021-January 2022**

As you may or may not be aware, I (Joey) work at Leyton Sixth Form College (LSC) as well as Cornerstone Church, so will be detailing the work I do at both organisations. I will use the abbreviation LSC when describing college work and will refer to all work at Cornerstone under the name Cornerstone Youth.

**January – March;** The year started in a national lockdown, so Youth Work at Cornerstone was focused on engaging young people with Sunday and Tuesday zoom meetings, where we looked at the beatitudes. Time was also spent helping prepare content for Sundays and doing doorstep visits. At LSC, Joey was able to maintain some mentoring and coaching relationships with students and staff via zoom and phone. Time was also spent creating content for social media, trying to encourage people in the challenge of lockdown. Cornerstone Youth also helped run a food bank for a small number of LSC students who were not able to access other food banks.



**March-April;** As lockdowns gradually lifted, LSC opened, and it was good to be able to meet students in person. We saw an increase in need for support as many young people's mental health struggled in the lockdown. Our TPAC group (Talk, Play and Chill) had many new people join seeking a place to connect. At Cornerstone, we were able to resume Sunday Church and Tuesday Youth Meetings in person, much to the joy of everyone! Cornerstone Youth and students at LSC also took part in a Citizens listening campaign around mental health and race, which was very significant for all involved.

**April -June;** These months felt quite special and almost a return to normality. LSC was open and without 'Bubble systems' which meant a lot more freedom for Youthwork. One of the highlights at LSC, was the Life Skills training programme that we ran. 25 students attended a 10-week course looking at finance, sexual and mental health, higher education, and more. Everyone who attended said they felt more confident about leaving the college as a result! Cornerstone Youth continued to grow, and we had some great time connecting indoors and outside. We also developed a partnership with Youth East, an ecumenical network for youth in Churches in East London, and had a great time attending the online summer party.

**July – August;** LSC broke up at the end of June, so Joey took some time off in July, before helping Cornerstone host a four-day holiday club for 30 children, which I will detail under Holiday Clubs. Cornerstone Youth then went on tour, with 12 of us going on a weekend away to a spectacular Camp on the South Coast. Here we spent time playing wide games, going to the beach, cooking on the fire, and reflecting on Jesus' words to 'Not Worry.' It was a special time in every sense, as some of the youth hadn't camped before, and some hadn't had a holiday for a couple of years. We'll definitely go back!

**September – December;** At LSC, Youth Work was focused on welcoming new students, social prescribing and creating community. Various initiatives were trialled to connect students, and lots of time was spent doing detached work, meeting people where they were. We were also able to help contribute to 16 days of activism for the elimination of violence against women. At Cornerstone it was good to continue to build community on Sundays and Tuesdays and see new people joining in both. It's been great to welcome back Mark Fossey to Youth team, and Joey is forever indebted to; Gaby, Kovalan and Kokila for their faithfulness and commitment throughout the year. We've seen some great leadership development from all the team, and an increase in people looking to volunteer. Joey hopes to recruit the whole Church!

**January** has already been a great month! At LSC, Joey has been helping students think about their next steps and we've seen the launch of a Christian Student Union, much to the joy of the students attending. At Cornerstone, we've started up a Community Youth Club on Friday aiming to be a safe space for secondary aged young people. Our first few sessions have seen a number of local young people coming along to play games and socialise. It's also been an exciting challenge to recruit new team from across the Church, college and community!

I am grateful to God for all that we have seen in 2021, and look forward to what comes this year.

Joey Mitchell

## **Holiday Clubs;**

In May half term we held a two-day holiday club for 20 children. We focused on the theme of freedom which felt poignant after the lockdowns we'd all experienced. We had different activities such as arts and craft, sports, dance and served lunch. Every child who attended was impacted, and they asked us to run it for the whole week! The team was made up of 6 volunteers, who all served the children incredibly.

In August, we held a holiday club for four days. We chose an Olympic theme and 30 children attended. Each day had a teaching point on a different Olympic related theme as well as the craft, sport and dance options. The highlight for many was doing a sports day at LSC! Once again, every child who attended was incredibly impacted, and we were asked to run it for the whole summer! The team was made up of 10 incredible volunteers aged 15-60!

We were delighted to provide the children with such a memorable time but also to have continued to build relationships with families that we originally met through other community projects. We look forward to future Holiday Clubs!

Joey Mitchell

## **HOLIDAY HUNGER**

It was an absolute privilege to co-ordinate the holiday hunger project during the spring and again during the summer holidays of 2021. With the support of an amazing team of dedicated volunteers we managed to make weekly shopping deliveries to 18 families in the spring and 10 families during the summer holidays. The spring deliveries were funded by Waltham Forest and the summer deliveries by Fresh Fields. The funding allowed us to provide each family with fresh fruit and veg, meat, as well as other essential items. The volunteers gave the project a real community Spirit and many of the volunteers have continued to provide practical and emotional support to the families. The volunteers were mostly from The Cornerstone, Gateway church and Gwyn Jones school. There would be a team who would pack the items as well as a delivery team. These deliveries were an opportunity to chat and connect with the families.

A number of volunteers got involved in supporting the families at a higher level. Some examples of this are a volunteer provided support through writing official letters to advocate for two of the families suffering from extremely poor housing conditions. This led to offers of alternative accommodation and a landlord improving a property. Another volunteer provided significant support to a young family with a hospitalised premature baby. There was a volunteer WhatsApp group which allowed us to share prayer requests for the families as well as testimonies and thank you messages from the families. We also managed to provide toys, clothes and furniture for families.

Runa Folkes

## **BABY BANK**

*"Oh my....thank you so much. I don't know how to thank you, thank you very much, thank you"* - Baby Bank user

Cornerstone Baby Bank has gone from strength to strength through 2021. The team of volunteers grew with over 20 being involved across the year from sorting clothes, delivering baby parcels, fundraising and meeting and supporting mums.

We have helped over 82 families this year with baby essentials including nappies, clothes, coats, blankets, bedding, buggies and lots of more. We gave away well over 160 parcels, including 15 'new baby packs'. These new baby packs consist of a Moses basket with bedding, full of everything that baby needs when it is born: nappies, wipes, clothes, blankets and other essentials.

Referrals came from a number of sources including Whipps Cross midwives, local health visitors, social services, refuges and hostels and other local churches and charities.

Looking at the families we have helped, we have supported families from all backgrounds, well over half are from UKME/GM backgrounds, with over 21 different languages spoken at home between them.

Unfortunately we had to lose our coordinator Adam towards the end of the year as he got a new job and we didn't have funding to replace him. We have had some successful fundraising attempts including the Santa Parade and the Christmas fair. The team are now seeking more long term funding to recruit a new coordinator in 2022.

In 2022 we look forward to helping even more parents, and growing our support to offer more than physical items. Our stay and play sessions are restarting on Thursday mornings for mums with babies under 1 year old. We hope to be able to raise funds to recruit a coordinator, and more volunteers so that we can support even more families. Thanks to everyone who has played their part this year!

Lindsey Donoghue

## **TUESDAY LUNCH CLUB (TLC)**

In October after a long hiatus caused by Covid we relaunched TLC. The team who would host and cook for TLC has seen some notable changes with Mavis after many years of service stepping down. Tracy Wye and Cheryl have been sharing cooking duties which has given us a lovely variety of dishes each week.

Upon its resumption we were able to welcome back all the regulars, as well some new faces. TLC remains a space where the older folk in our community can gather and find a place of friendship, encouragement and of course delicious food. Even in the short time since we resumed, we can see the blessing it is to people in our community. A huge thank you to Mavis, Tracy and Cheryl for helping to make it happen each week.

## THURSDAY PRAYER DROP IN

Every Thursday evening Denise and Hazel continue hosting a prayer time in the Cornerstone building. This is an opportunity to pray both for our church and community, but also for people to receive individual prayer ministry. This has been a really important time for many people in our community who simply need some extra time for someone to stand alongside them in prayer as they face different life circumstances. These prayer slots have provided a place of breakthrough for many and as people have gathered to pray there has been such a wonderful sense of the presence of God.

Testimony:

*Last Thursday a person attended with back problems, Denise, Leon and Hazel had received a word of knowledge on the Sunday and asked if they would come on Thursday night for prayer. The person came for prayer and we shared what God had told us, they prayed forgiveness and we anointed them with oil and prayed healing, they were healed.*

*We rejoiced, gave thanks and praise unto the Lord.*

*We told them they were worthy and the apple of Gods eye and that he Loved her with an everlasting Love. And they left rejoicing.*

## FLOWER WARDENS, MOTHERS' UNION

These activities have been sadly dormant during most of 2021 due to Covid restrictions, they are expected to return to normal as restrictions are lifted.

## **CORNERSTONE UNDER 5s PRE SCHOOL**

### **Lockdown**

January 2021, saw yet another lockdown, but Early years were asked to continue to remain open, Staff were very reluctant as no-one had any vaccinations, but they were amazing and just got on with it. Throughout the year staff have had their vaccinations, and most have had their boosters. We have had one staff member leave to staff a new job and have managed to recruit another experienced level 3 practitioner, who started in January 2022.

### **Occupancy**

Occupancy levels for Spring Term 2021 was 93%, this then raised to 95% in Summer term 2021. At the start of the academic term 2021, our occupancy level was 70%.

### **Complaints**

No complaints to report.

### **Training, training plan and funding for training**

Staff continue to complete their continued professional development. The preschool Leader will be undertaking level 5 training as 'Advanced Early Years Practitioner Lead', this is 95% funded via the government.

### **Committee**

No changes to the committee.  
We continued to meet via ZOOM to address any issues or concerns.

### **Toddler Group**

The toddler group re-opened in September 2021.

### **Christian Ethos**

The Christian ethos continues to be embedded in everyday practice.  
We have a rota that allows staff to participate in Christian songs, stories and discussions.

I would like to thank all the staff, management committee and parents.

Thank you

Ruby Marwat Under 5s Business Manager

## FINANCIAL REVIEW

A top level overview of the finances of the church and the pre-school is set out below:-

	Church	Under5s
Income Unrestricted	156,224	163,300
Income Restricted	<u>33,998</u>	<u>12,269</u>
Total Income	<u>190,222</u>	<u>175,569</u>
Expenditure Unrestricted	161,947	153,752
Expenditure Restricted	<u>49,055</u>	<u>12,269</u>
Total Expenditure	<u>211,002</u>	<u>166,021</u>
Excess of Expenditure over Income	<u>20,780</u>	<u>9,548-</u>
Total Excess of Expenditure over Income		£11,232

COVID-19 continued to affect all aspects of Cornerstone's activities, including its financial profile but post removal of most of the related HM Government restrictions (in England), the near-term outlook appears more sustainable although as Omicron has highlighted, the virus remains a constant threat.

Unrestricted income (funds that are available for General Mission / Ministry activities) was £156,000 approx. representing a ~17.5% or £33,000 approx. reduction over the comparable period (2020). It is appropriate to state however that this figure, similar to 2020, was influenced by funding received from HM Revenue & Customs with respect to the 'Coronavirus Job Retention Scheme' which inflated core receipts and as a result distorted the underlying position slightly. Excluding funds from that source (i.e. 'CJRS'), the underlying year-on-year income reduction was ~8% (£12,900 approx.), where the main revenue channel affected was regular donations which was down ~17.4% (£11,243) to £53,425.

Cornerstone's principal revenue channels are via donations in its various forms (service collections, regular giving etc.) and from property rentals (residential, commercial via the Community Centre), where the income split was consistent at around 40% (donations) versus 60% (rentals) but during COVID-19, the composition altered slightly; stripping-out the impact of CJRS funding 'Donations' accounted for 35.4% of revenue (39.4% in 2020), while 'Properties' were at 64.1% (~60% in 2020).

Looking ahead and with a general resumption of pre-COVID-19 protocols plus Cornerstone's recent adoption of 'Parish Giving Scheme', expectation is for improvement in 'Donation' trends over time.

Similar to Cornerstone's revenue raising activities, COVID-19 had direct correlation with its spending dynamics, where there was reduced usage of the Community Building, in the earlier part of the year (prior to restrictions being removed) particularly. Expenditure reduced ~7% (£12,300) to £161,947.

Unrestricted Net Deficit was £5,700 approx. (vs. £15,000 Income in 2020), which while disappointing to realise a net operating outflow, against the adverse backdrop COVID-19 represented, it might arguably be viewed as a favourable outcome set against the headline forecast of a £61,000 deficit (adjusting this by the cost of the Youth Worker, £30,000 approx. would still show a £31,000 deficit).

Actual year-end cash / liquidity position was £145,864 (£166,644) but after adjusting for 'Restricted Funds' of £24,960 (£40,017), Unrestricted Funds' totalled £120,904 (£126,627); latter is comprised of 'Parish Fund Current' at £92,960 (£102,887) and the 'Replacement Fund', £27,944 (£23,740).

An alternate liquidity representation illustrated in the Balance Sheet, is as follows:

Bank and Cash Balances	£ 123,734
Other Net Assets	£2,830-
Unrestricted Funds	£120,904
Restricted Funds	<u>£ 24,960</u>
	<u>£145,864</u>

In order to provide full visibility 'Total Funds' (see Balance Sheet) and 'Total Balance Carried Forward' (Statement of Finance Activities) aggregate 'Parish Capital' (freehold assets; £360,900) providing an overall sum of £506,764.

Looking ahead, the 2022 forecasts project ~£56,000 deficit, which if realised reduces 'Parish Fund' to ~£37,000 from its 2021 year-end position of £92,960.

Under5s 'Pre-School' had Unrestricted Income of £163,300 (£163,005) similar to the previous year. while its expenditure increased by 4.5 % to £153,752 (£147,089). Net Unrestricted Income was £9,548 (£15,916), so it finished the year with a strong balance of £99,190 (£89,642).

## Reserves

The trustees have undertaken a full review of our reserves in February 2022 and decided to calculate reserves as following:-

There are four factors to the revised calculation. The first two are to cover any unexpected catastrophes; the next is to cover the shortfall in our annual budgets and finally the use of restricted funds.

1. To cover 3 months of essential expenditure on "Church"

Salaries and Administration	£22,000
Running the Building	£13,000

2. The Under5s have a higher cost of salaries and are vulnerable to changes in the number of children attending and we have reconfirmed existing decision of a reserve to cover essential expenditure. £55,000

3. Our net budgeted deficits on unrestricted funds are

2022	£56,000
2023	£57,000

4. We have restricted funds that can be used to finance the salary of the youth worker that is budgeted under unrestricted. -£12,000

Total required reserves	<u>£191,000</u>
-------------------------	-----------------

Actual total reserves held are £192,150 which is consistent with our required reserves shown above.

Cornerstone's Trustees are aware that 2022 budgeted expenditure is greater than income and hence, work is ongoing to ensure that, in the future, the charity achieves a balanced budget. It should be noted that Cornerstone owns two commercial properties that could be sold if required; these assets continue to be recorded on Balance Sheet against historical market valuations.

Taking into consideration all of the above, the Trustees are confident the Charity remains a viable going concern.



## **RISK STATEMENT**

In common with other churches and charities the PCC faces risks, be they operational, financial or reputational. The PCC continues to consider the major areas of risk to which it is exposed, measuring both the likelihood and impact of a particular event or action and will continue to manage any risks. This will involve regular reviews in identification, assessment and monitoring.

## **STATEMENT OF PAROCHIAL CHURCH COUNCIL RESPONSIBILITIES**

Under the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008, the PCC is required to prepare a statement of accounts for each accounting year which gives a true and fair view of the state of affairs of the church.

Cornerstone is required to

1. Select suitable accounting policies and apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. State whether the policies adopted are in accordance with the Church Accounting Regulations and with the applicable accounting standards
4. Prepare the financial statements on a going concern basis.

Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and to ensure that such accounts comply with applicable accounting standards and with the Statements of Recommended Practice and Regulations made under section 130 of the Charities Act 2011. Trustees have a responsibility to safeguard the church's assets and to take reasonable steps to prevent fraud and other irregularities.

The PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (covering its obligations to safeguard children and vulnerable adults).

New members of the PCC (Trustees) are appointed by the church members and are given a copy of the Charity Commission booklet for Trustees and an explanation of their responsibilities as trustees.

## **APPROVAL**

This report was approved by the Trustees on 15<sup>th</sup> May 2022 and signed on their behalf by Rev William Donoghue, Chair of the Parochial Church Council.

Rev William Donoghue

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF**  
**ST CATHERINE AND ST PAUL, LEYTON**  
**('the Charity')**

I report to the members of the PCC (who are also the charity's trustees) on my examination of the accounts of the Charity for the year ended 31 December 2021 on pages 19 to 35 following, which have been prepared on the basis of the accounting policies set out on page 24.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants of Scotland, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity 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 of 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.

Archie McDowall BA CA  
Stewardship  
1 Lamb's Passage  
London EC1Y 8AB

Institute of Chartered Accountants of Scotland





The Ecclesiastical Parish of St Catherine  
and St Paul Leyton  
Amalgamated  
Statement of Financial Activities  
For the year ended 31 December 2021

	2021	2020
	£	£
<b>UNRESTRICTED</b>		
<b>INCOME</b>		
Donations and Legacies	54,164	65,030
Other Trading Activities	80,345	81,789
Income from Investment	305	1,102
Income from Charitable Activities	162,038	151,263
Income from Covid Related Grants	6,172	36,593
<b>Total INCOME</b>	<b>303,024</b>	<b>335,777</b>
<b>EXPENDITURE</b>		
Expenditure on Raising Funds	21,665	20,183
Expenditure on Charitable Activities	277,534	284,653
<b>Total EXPENDITURE</b>	<b>299,199</b>	<b>304,836</b>
<b>NET UNRESTRICTED INCOME</b>	<b>3,825</b>	<b>30,941</b>
<b>Balance Brought Forward</b>	<b>577,170</b>	<b>546,229</b>
<b>Balance Carried Forward</b>	<b>580,995</b>	<b>577,170</b>
<b>RESTRICTED</b>		
<b>RESTRICTED INCOME</b>		
Donations and Legacies	33,998	41,343
Income from Charitable Activities	12,269	9,410
<b>Total RESTRICTED INCOME</b>	<b>46,267</b>	<b>50,753</b>
Expenditure on Charitable Activities	61,324	30,397
<b>NET RESTRICTED INCOME</b>	<b>(15,057)</b>	<b>20,356</b>
<b>Balance Brought Forward</b>	<b>40,017</b>	<b>19,660</b>
<b>Balance Carried Forward</b>	<b>24,960</b>	<b>40,017</b>
<b>TOTAL</b>		
<b>TOTAL NET INCOME</b>	<b>(11,232)</b>	<b>51,297</b>
<b>Total Balance Brought Forward</b>	<b>617,186</b>	<b>565,889</b>
<b>Total Balance Carried Forward</b>	<b>605,954</b>	<b>617,186</b>

This Statement of Financial Activities amalgamates the statements shown on pages 21 and 31



The Ecclesiastical Parish of St Catherine  
and St Paul Leyton

Amalgamated

**Balance Sheet**

As at 31 December 2021

Account	31 Dec 2021	31-Dec-20
	£	£
<b>Fixed Assets</b>		
Tangible Assets	360,900	360,900
<b>Total Fixed Assets</b>	<b>360,900</b>	<b>360,900</b>
<b>Current Assets</b>		
Debtors	8,240	18,032
Payments in advance	0	0
Cash Advances	0	275
Cash at bank and in hand	246,558	248,507
<b>Total Current Assets</b>	<b>254,798</b>	<b>266,813</b>
<b>Creditors: amounts falling due within one year</b>		
Receipts in advance	0	0
Creditors	8,338	8,560
Deposits	1,039	1,733
Barclaycard	367	235
<b>Total Creditors: amounts falling due within one</b>	<b>9,744</b>	<b>10,527</b>
<b>Net Current Assets (Liabilities)</b>	<b>245,054</b>	<b>256,286</b>
<b>Total Assets less Current Liabilities</b>	<b>605,954</b>	<b>617,186</b>
<b>Funds</b>		
<b>Parish Fund</b>		
Parish Capital	360,900	360,900
Parish Fund Current	92,960	102,887
Replacement Fund	27,944	23,740
<b>Total Parish Fund</b>	<b>481,804</b>	<b>487,527</b>
<b>Restricted Funds</b>		
Under 5s General	44,190	34,642
Under 5s Restricted	0	0
Under 5s Reserve	55,000	55,000
<b>Total Funds</b>	<b>605,954</b>	<b>617,186</b>

This Balance Sheet amalgamates the sheets shown on pages 22 and 32

Approved by the Parochial Church Council on 15th of May 2022 and signed on its behalf  
by Rev. William Donoghue (Chair)

Michael Henry  
Honorary Treasurer

William Donoghue  
Chair



The Ecclesiastical Parish of St Catherine  
and St Paul Leyton

Statement of Financial Activities

For the year ended 31 December 2021

	2021	2020
	£	£
<b>UNRESTRICTED</b>		
<b>INCOME</b>		
Donations and Legacies	53,425	64,668
Other Trading Activities	96,845	98,289
Income from Investment	72	559
Income from Charitable Activities	744	504
Job Retention Scheme	5,139	25,252
<b>Total INCOME</b>	<b>156,224</b>	<b>189,272</b>
<b>EXPENDITURE</b>		
Expenditure on Raising Funds	21,665	20,183
Expenditure on Charitable Church Activities	140,282	154,064
<b>Total EXPENDITURE</b>	<b>161,947</b>	<b>174,247</b>
<b>NET UNRESTRICTED INCOME</b>	<b>(5,723)</b>	<b>15,025</b>
<b>Balance Brought Forward</b>	<b>487,527</b>	<b>472,502</b>
<b>Balance Carried Forward</b>	<b>481,804</b>	<b>487,527</b>
<b>RESTRICTED</b>		
<b>RESTRICTED INCOME</b>		
Donations and Legacies	33,998	41,343
Income from Charitable Activities	0	0
<b>Total RESTRICTED INCOME</b>	<b>33,998</b>	<b>41,343</b>
Expenditure on Charitable Activities	49,055	20,987
<b>NET RESTRICTED INCOME</b>	<b>(15,057)</b>	<b>20,356</b>
<b>Balance Brought Forward</b>	<b>40,017</b>	<b>19,660</b>
<b>Balance Carried Forward</b>	<b>24,960</b>	<b>40,017</b>
<b>TOTAL</b>		
<b>TOTAL NET INCOME</b>	<b>(20,780)</b>	<b>35,381</b>
<b>Total Balance Brought Forward</b>	<b>527,544</b>	<b>492,163</b>
<b>Total Balance Carried Forward</b>	<b>506,764</b>	<b>527,544</b>

The notes to the Financial Statement are set out on pages 23 to 30 attached and form part of this document



The Ecclesiastical Parish of St Catherine  
and St Paul Leyton

**Balance Sheet**

As at 31 December 2021

Account	See Notes	31 Dec 2021	31 Dec 2020
		£	£
<b>Fixed Assets</b>			
Tangible Assets	12	360,900	360,900
<b>Total Fixed Assets</b>		<b>360,900</b>	<b>360,900</b>
<b>Current Assets</b>			
Debtors	13	8,840	19,101
Deposits held	15	0	0
Cash Advances		0	275
Cash at bank and in hand	14	148,694	158,640
<b>Total Current Assets</b>		<b>157,534</b>	<b>178,016</b>
<b>Creditors: amounts falling due within one year</b>			
Receipts in advance			0
Creditors	16	10,943	10,307
Deposits received	15	360	830
Barclaycard		367	235
<b>Total Creditors: amounts falling due within one year</b>		<b>11,670</b>	<b>11,372</b>
<b>Net Current Assets (Liabilities)</b>		<b>145,864</b>	<b>166,644</b>
<b>Total Assets less Current Liabilities</b>		<b>506,764</b>	<b>527,544</b>
<b>Funds</b>			
<b>Parish Fund</b>			
Parish Capital		360,900	360,900
Parish Fund Current		92,960	102,887
Replacement Fund	17	27,944	23,740
<b>Total Parish Fund</b>		<b>481,804</b>	<b>487,527</b>
Restricted Funds		24,960	40,017
<b>Total Funds</b>		<b>506,764</b>	<b>527,544</b>

Michael Henry  
Honorary Treasurer

William Donoghue  
Chair



The Ecclesiastical Parish of St Catherine  
and St Paul Leyton  
Analysis of Income and Expenditure  
For the year ended 31 December 2021



	2021	2020
	£	£
<b>Unrestricted</b>		
<b>Unrestricted Income</b>		
Job Retention Scheme	5,139	25,252
Community Outreach	189	233
Discipleship	0	0
Giving	53,425	64,668
Leadership	295	271
Parish Administration	72	559
Properties	52,973	54,486
Running the Building	43,872	43,803
Youth and Children	260	0
<b>Total Unrestricted Income</b>	<b>156,224</b>	<b>189,272</b>
<b>Unrestricted Expenditure</b>		
Community Outreach	3,459	2,216
Discipleship	963	1,304
Giving	16,520	21,706
Leadership	240	35
Parish Share	46,048	46,128
Salaries	35,149	53,056
Parish Administration	6,887	5,396
Properties	21,665	20,097
Running the Building	28,784	23,388
Sunday Worship	936	567
Youth and children	1,296	354
<b>Total Unrestricted Expenditure</b>	<b>161,947</b>	<b>174,247</b>
<b>Total Unrestricted</b>	<b>(5,723)</b>	<b>15,025</b>
<b>Restricted - See page 26 for further details</b>		
Restricted Income	33,998	41,343
Restricted Expenditure	49,055	20,987
<b>Total Restricted</b>	<b>(15,057)</b>	<b>20,356</b>

<b>Analysis of Tithes paid to various Christian Charities</b>	2021	2020
<b>Tithes</b>	£	£
Tithe - Bethnal Green Mission Church	750	0
Tithe - Burn 24/7	1,000	2,000
Tithe - Christian Kitchen	1,000	1,500
Tithe - Christians Against Poverty	1,000	1,000
Tithe - Dayspring Christian Ministries - Sue Chapman	1,500	1,750
Tithe - Elim Church Leyton	750	1,000
Tithe - Forest Churches Night Shelter	1,250	2,000
Tithe - Haven House Childrens Hospice	0	500
Tithe - London City Mission	1,000	0
Tithe - My Child Ministry	1,640	2,000
Tithe - New Wine	1,500	0
Tithe - Open Doors	750	1,500
Tithe - Samara's Aid	0	1,500
Tithe - Samaritans Leyton	0	300
Tithe - Spark 2 Life	750	350
Tithe - Stop the Traffik	500	1,500
Tithe - The Feast	0	1,000
Tithe - Waltham Forest Youth for Christ	1,250	2,000
Tithe - Whipp's League of Friends	0	500
Tithe - Women in Tune	600	600
Tithe - Word 4 Weapons	0	500
Tithe - The Wall of Answered Prayer	500	0
Unallocated Tithe	660	0
<b>Total Tithes</b>	<b>16,400</b>	<b>21,500</b>
Evangelical Alliance	120	120
Weekly Offering Envelopes - Purchase	0	86
	<b>16,520</b>	<b>21,706</b>

Parochial Church Council of St Catherine and St Paul Leyton  
Notes to the Financial Statements  
For the year ended 31st December 2021

**1 Statutory Information**

The Parochial Church Council of St Catherine and St Paul, Leyton is a charity registered with the Charity Commission in England & Wales. The charity's registered number and principal address can be found on the Charity Information page.

**Accounting Policies**

These financial statements are prepared on a going concern basis, under the historical cost convention. The financial statements include all activities for which the PCC is legally responsible; the activities of informal gatherings of church members and groups that owe their main affiliation to another body are excluded.

These financial statements have been prepared in accordance with The Church Accounting Regulations 2006, the 'Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102") and with the Charities Act 2011.

The charity meets the definition of a public benefit entity as set out in FRS 102.

The Charities (Accounts and Reports) Regulations 2008 (the '2008 Regulations') requires charities to prepare their accounts in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005' but this accounting standard has since been withdrawn and has been replaced by the Charities SORP mentioned in the preceding paragraph. The charity has prepared these financial statements in accordance with the new Charities SORP; this departure from the 2008 Regulations is believed to be necessary for these financial statements to give a 'true and fair view'.

The principles adopted in the preparation of the financial statements are set out below.

**Going concern**

The PCC have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The PCC have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the PCC have considered the charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The PCC have concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

In making this assessment the trustees have considered the impact of Covid-19 and have concluded that whilst our income will be reduced, we will control our expenditure and we continue to be a going concern.

Page 17 shows the Independent Examiner's Report

Pages 23 to 30 show specific notes.

Pages 31 to 35 show Under 5s accounts and notes

**Accruals**

The accounts have been prepared on an accruals basis.

Parochial Church Council of St Catherine and St Paul Leyton  
Notes to the Financial Statements  
For the year ended 31st December 2021

**2 Income**

Planned giving, collections and donations are recognised when they are received. Gift Aid refunds are recognised when the associated incoming resource is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due.

The charity relies on volunteers to carry out many of its activities. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

**Expenditure**

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Contributions in respect of the diocesan parish share are included in the Statement of Financial Activities for all amounts agreed to being payable for the financial year. Any contributions that have not been paid over by the year end are included as a creditor.

The charity makes grants to other institutions and individuals to further its charitable objectives. Grants payable are recognised as constructive obligations arise, which is generally when the charity expresses a commitment to the recipient that can be measured reliably and then only to the extent that any conditions associated with the grant are outside of the control of the charity.

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

**Fund Accounting**

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

**Pension Scheme Arrangements**

The charity operates defined contribution pension schemes for its employees. Obligations for contributions to these schemes are recognised as an expense when the liability arises. The assets of these schemes are held separately from those of the charity in independently administered funds.

**Fixed Assets**

The main church building is not included in the accounts as it is a consecrated building.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected at any reasonable time. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently items have been written off when incurred.

One house has been shown at its approximate value in October 1996. Subsequent property is shown at its market value at the time of purchase. There is no depreciation nor appreciation shown on the properties.

A replacement fund was set up in 2015 to start to build up a fund for the replacement of Special Items and major items of expenditure. It was agreed to set aside the value of the item plus 10% spread over the expected life of the item. A policy of writing off all items in the year in which they are purchased has been adopted.

Parochial Church Council of St Catherine and St Paul Leyton  
Notes to the Financial Statements  
For the year ended 31st December 2021

3 Fund Movements 2021						
Fund Name	Balance Brought Forward	Income	Expenditure	Transfers	Gains and losses	Balance Carried Forward
<b>Restricted Funds</b>						
Baby Bank Fund	1110	962	14			2057
Baby Bank - Community Fund	0	1500	1815			-315
Baby Bank Fund - London Community Response Fund (LCR)	300	0	300			0
Baby Bank LBWF HH	0	300	300			0
Staff Farewell	0	405	209			196
Burn Fund	1563	421	424			1560
Cinema Event - LBWF	1135	0	1135			0
Citizens UK Fund	918	0	105			813
Fellowship Fund	3770	1788	625			4932
Financial Support personal	0	1855	0			1855
Holiday Hunger Fund	589	685	540			733
Holiday Hunger - Freshfields	0	2520	2520			0
Holiday Hunger Fund LCR	538	0	538			0
Holiday Hunger Fund LCR Covid	58	0	58			0
Holiday Hunger Volunteer Fund	0	180	180			0
Holiday Hunger - Food Co-Ordinator Fund	0	1620	1620			0
Holiday Hunger Grant - Food	0	0	0			0
Howard Reid Memorial Fund	1075	0	0			1075
Kids Matter - Freshfields	0	2360	0			2360
LBWF Holiday Hunger	0	5400	5400			0
MMU Grant	0	1250	1250			0
My Child Fund	0	300	300			0
Near Neighbours Fund	3000	0	3000			0
Night Shelter Fund	364	0	0			364
Upper Room Intercessory Fund	549	0	0			549
Youth Trips Fund	250	0	0			250
Youth Worker Fund LOB Grant	14143	0	14143			0
Youth Worker Fund 6th Form College	7000	10500	10500			7000
Youth Worker Fund General	3655	1953	4078			1530
<b>Total Restricted Funds</b>	<b>40017</b>	<b>33998</b>	<b>49055</b>	<b>0</b>	<b>0</b>	<b>24960</b>
<b>Parish Fund</b>						
Properties	360900	0	0	0	0	360900
General	102887	156224	161947	-4204	0	92960
<b>Replacement Fund</b>	<b>23740</b>			<b>4204</b>	<b>0</b>	<b>27944</b>
<b>Total Parish Fund</b>	<b>487527</b>	<b>156224</b>	<b>161947</b>	<b>0</b>	<b>0</b>	<b>481804</b>
<b>Total All Funds</b>	<b>527544</b>	<b>190222</b>	<b>211002</b>	<b>0</b>	<b>0</b>	<b>506764</b>

**Transfer from General Fund**

Annual Contribution to Asset Replacement Fund

4204

4204

**4 The assets and liabilities represented by the 2021 funds are as shown below**

	Fixed Assets	Bank & Cash Balances	Other Net Assets	Total
Unrestricted Funds	360,900	123,734	-2,830	481,804
Restricted Funds		24,960		24,960
	360,900	148,694	-2,830	506,764

Parochial Church Council of St Catherine and St Paul Leyton  
Notes to the Financial Statements  
For the year ended 31st December 2021

5 Fund Movements 2020						
Fund Name	Balance Brought Forward	Income	Expenditure	Transfers	Gains and losses	Balance Carried Forward
<b>Restricted Funds</b>						
Baby Bank Fund	0	1334	224	0	0	1110
Baby Bank Fund - London Community Response Fund (LCR)	0	300	0	0	0	300
Burn Fund	1232	445	114	0	0	1563
Cinema Event - LBWF	0	1135	0	0	0	1135
Citizens UK Fund	923	0	4	0	0	918
Fellowship Fund	795	3000	25	0	0	3770
Holiday Hunger Fund	0	4230	3641	0	0	589
Holiday Hunger Fund LCR	0	3750	3212	0	0	538
Holiday Hunger Fund LCR Covid	0	134	76	0	0	58
Howard Reid Memorial Fund	1250	0	175	0	0	1075
MMU Grant	2500	625	3125	0	0	0
My Child Fund	0	300	300	0	0	0
Near Neighbours Fund	0	3000	0	0	0	3000
Night Shelter Fund	217	880	733	0	0	364
Upper Room Intercessory Fund	549	0	0	0	0	549
Youth Trips Fund	250	0	0	0	0	250
Youth Worker Fund LOB Grant	10000	10000	5857	0	0	14143
Youth Worker Fund 6th Form College	0	10500	3500	0	0	7000
Youth Worker Fund General	1945	1710	0	0	0	3655
<b>Total Restricted Funds</b>	<b>19660</b>	<b>41343</b>	<b>20987</b>	<b>0</b>	<b>0</b>	<b>40017</b>
<b>Parish Fund</b>						
Properties	360900	0	0	0	0	360900
General	92066	189272	174247	-4204	0	102887
<b>Replacement Fund</b>	<b>19536</b>	<b>0</b>	<b>0</b>	<b>4204</b>	<b>0</b>	<b>23740</b>
<b>Total Parish Fund</b>	<b>472502</b>	<b>189272</b>	<b>174247</b>	<b>0</b>	<b>0</b>	<b>487527</b>
<b>Total All Funds</b>	<b>492163</b>	<b>230615</b>	<b>195234</b>	<b>0</b>	<b>0</b>	<b>527544</b>

**Transfer from General Fund**

Annual Contribution to Asset Replacement Fund

4204

4204

6 The assets and liabilities represented by the 2020 funds are as shown below				
	Fixed Assets	Bank & Cash Balances	Other Net Assets	Total
Unrestricted Funds	360,900	128,623	-1,996	487,527
Restricted Funds		30,017	10,000	40,017
	360,900	158,640	8,004	527,544

Parochial Church Council of St Catherine and St Paul Leyton  
Notes to the Financial Statements  
For the year ended 31st December 2021

7	<b>Tuesday Lunch Club</b> The expenditure for the year was £0 (£195 in 2020)and the income was £0 (£233 in 2020). Due to Covid there was no activity in 2021.
8	<b>Stewardship</b> There has not been a major Stewardship Campaign this year. Overall our giving was down by £11,243 at £53,425 (£64,668 in 2020).
9	<div><div><b>Fellowship Fund 2021</b></div><div><div><div><div></div><div>General</div></div><div><div></div><div>Earmarked</div></div><div><div></div><div>Total</div></div></div><div><div>Balance Brought Forward</div><div>3,730</div><div>40</div><div>3,770</div></div><div><div>Gifts received</div><div>1,788</div><div></div><div>1,788</div></div><div><div>Gifts Distributed*</div><div>625</div><div>40</div><div>5,558</div></div><div><div>Net Balance Carried Forward</div><div>4,893</div><div>40</div><div>4,933</div></div></div><div><div>*The gifts distributed from the fund supported 2 individuals by the amounts shown below</div><div>2</div><div>625</div></div></div> <div><div><b>Fellowship Fund 2020</b></div><div><div><div><div></div><div>General</div></div><div><div></div><div>Earmarked</div></div><div><div></div><div>Total</div></div></div><div><div>Balance Brought Forward</div><div>755</div><div>40</div><div>795</div></div><div><div>Gifts received</div><div>3,000</div><div></div><div>3,000</div></div><div><div>Gifts Distributed*</div><div>25</div><div>40</div><div>3,795</div></div><div><div>Net Balance Carried Forward</div><div>3,730</div><div>40</div><div>3,770</div></div></div><div><div>*The gifts distributed from the fund supported 1 individual by the amounts shown below</div><div>1</div><div>25</div></div></div>
10	<b>Independent Examiners Fees</b> The accounts for 2021 have been Independently Examined by Stewardship. The fee for this service is £1370 (£1370 in 2020). No other fees were paid to Stewardship.
11	<b>Governance</b> The costs of governance are not easily separately identified and in an electronic age there is very little printing of agendas and minutes.
12	<b>Tangible Fixed Assets</b> The PCC owns 2 freehold houses, the first house is shown in the balance sheet at a value of £85,900 that was established in 1996. The second house is shown at its market value of £275,000 when bequeathed in 2009. No annual depreciation is entered in respect of these properties which are now worth substantially more than their book values. There is no change from the amounts shown in 2020. An inventory is kept of all large items of equipment.

Parochial Church Council of St Catherine and St Paul Leyton  
Notes to the Financial Statements  
For the year ended 31st December 2021

13	<b>Debtors</b>	<b>2021</b>	<b>2020</b>	This includes £600 (2020 nil) "internal debtor" from Under 5s .
	Gift Aid Recoverable	2,278	400	
	Property Rents	3,764	2,554	
	Youth Grant	0	10,000	
	HMRC Employment Allowance	1,523	1,915	
	HMRC Job Retention Scheme	0	2,904	
	Other Debtors	1,275	1,328	
		<b>8,840</b>	<b>19,101</b>	

14	<b>Cash at Bank at 31st December</b>	<b>2021</b>	<b>2020</b>	
	Parish Community Account	18,303	18,322	
	Central board of Finance	130,390	140,318	
	Cash in hand	0	0	
		<b>148,694</b>	<b>158,640</b>	

15	<b>Deposits</b>	<b>2021</b>	<b>2020</b>	In addition a total of £2,950 is held by TDS in respect of Tenants' Deposits
	Tenancy deposits held	360	830	

16	<b>Creditors</b>	<b>2021</b>	<b>2020</b>	
	Utility Charges	1,785	1,913	
	Independent Examination - Stewardship	2,040	1,920	
	Tithes	2,160	3,350	
	Other Creditors	4,958	3,125	
		<b>10,943</b>	<b>10,307</b>	

17	<b>Replacement Fund</b>						
	This replacement fund-was set up in 2015 to start to build up a balance for the replacement of Special Items. It was agreed to set aside the value of the item plus 10% spread over the expected life of the item.						
	The following contributions have been made to date.	Contributions 2020	Total Contributions to 31/12/20	Contributions 2021	Total Contribution to 31/12/21	Replace ment Year	Replacement Value
	Church Lighting	0	8300	0	8300	2020	9,000
	Hall Lighting	371	1855	371	2226	2023	2,600
	Audio Visual Screens	1190	5950	1190	7140	2026	11,900
	Paving	493	2465	493	2958	2031	7,400
	Kitchen	1170	3510	1170	4680	2028	11,700
	Coffee Bar Refurbish	480	960	480	1440	2029	4,800
	Rear Fencing	200	400	200	600	2034	3,000
	Church Lighting Partial replacement	300	300	300	600	2025	1,500
		<b>4204</b>	<b>23740</b>	<b>4204</b>	<b>27944</b>		<b>51900</b>



Parochial Church Council of St Catherine and St Paul Leyton  
Notes to the Financial Statements  
For the year ended 31st December 2021

18	<b>Employees and Trustees</b>	During the course of the year the following staff were employed.																																	
	<div> <div> Youth Worker Operations and Mission Manager Administrator Building Services Manager Bookings Manager Verger Cleaner Baby Bank Co-Ordinator Holiday Hunger Co-ordinator </div> <div> full time full time part time part time part time part time part time part time part time </div> <div>  To July 2021 From October 2021 To March 2021 To March 2021 From March 2021  From April to October 2021 From April to December 2021 </div> </div>																																		
	These equate to approximately 3 full time equivalent employees																																		
	The total cost of employees for the year was £66,822																																		
		<table> <tr> <th></th><th>2021</th><th>2020</th></tr> <tr> <td>Net Pay</td><td>57,825</td><td>46,881</td></tr> <tr> <td>Employees National Insurance</td><td>2,492</td><td>2,620</td></tr> <tr> <td>Tax</td><td>1,632</td><td>3,664</td></tr> <tr> <td>Student Loan</td><td>573</td><td>171</td></tr> <tr> <td>NEST Pension Contributions</td><td>1,165</td><td>1,120</td></tr> <tr> <td><b>TOTAL Gross Pay</b></td><td><b>63,687</b></td><td><b>54,456</b></td></tr> <tr> <td>Employers National Insurance</td><td>3,075</td><td>3,120</td></tr> <tr> <td>Employment Allowance</td><td>-1,395</td><td>-1,241</td></tr> <tr> <td>NEST Pension Contributions</td><td>1,456</td><td>1,400</td></tr> <tr> <td><b>TOTAL Payroll Costs</b></td><td><b>66,822</b></td><td><b>57,735</b></td></tr> </table>		2021	2020	Net Pay	57,825	46,881	Employees National Insurance	2,492	2,620	Tax	1,632	3,664	Student Loan	573	171	NEST Pension Contributions	1,165	1,120	<b>TOTAL Gross Pay</b>	<b>63,687</b>	<b>54,456</b>	Employers National Insurance	3,075	3,120	Employment Allowance	-1,395	-1,241	NEST Pension Contributions	1,456	1,400	<b>TOTAL Payroll Costs</b>	<b>66,822</b>	<b>57,735</b>
	2021	2020																																	
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<b>TOTAL Payroll Costs</b>	<b>66,822</b>	<b>57,735</b>																																	
	No employee was paid at a rate of more than £60,000 per annum																																		
	We determine the level of salaries for our staff by reference to comparable posts on Local Government pay scales.																																		
	Gross pay included statutory redundancy and termination payments totalling £4,826 for two staff (2020: £nil).																																		
	Remuneration and employee benefits paid to key management personnel for the church and community centre amounted to £36,646 (£35,582 in 2020). £28,721 of this was charged to restricted funds in respect of the employment of a youth worker. None of the trustees nor any person connected to him/her has been paid any remuneration or received any other benefits from an employment with the charity or a related entity apart from those detailed in section 19 below																																		
	The Vicar (Rev William Donoghue) received his stipend from The Church Commissioners and customary accommodation from the Chelmsford Diocese.																																		
19	<b>Related Party Transactions</b>	<p>John Stacey, a former trustee who has continued to undertake financial matters for the charity, is also a trustee of Waltham Forest Youth for Christ (Charity Registration nos. 278551 and 1152939). Michael Henry, a trustee, is also a trustee of Christian Kitchen (Charity Registration no. 1149052). Cheryl Reid, a trustee, is also a trustee of My Child (Charity Registration no. 1137445). We received rent from Waltham Forest Youth for Christ totalling £4,488 (£4,488 for 2020) for rent of office space as well as contributions for services provided by external providers (including PAT Testing and computer maintenance). We made tithe gifts to support the work of Waltham Forest Youth for Christ of £1,250 (£2,000 in 2020). Our tithe gift to Christian Kitchen was £1,000 (£1,500 in 2020). Rae Williams, a trustee, has undertaken (much unpaid work) paid work amounting to £340 (£1,574 in 2020) for the Cornerstone as a carpenter and painter in the name of his company (R J Joinery). Kovalan Paramanantham, a trustee, provides computing services to the Cornerstone through his company Aquilative Technologies. The total services provided since his appointment as a trustee amounts to £1,984 (£268 in 2020). Appropriate declarations of interest were made in each instance. The Trustees made identifiable aggregated unrestricted donations of £29,145 (£32,998 in 2020) and restricted donations of £1,791 (£3,281 in 2020) to the Charity during the year.</p>																																	
20	<b>Operating Lease</b>	<p>On 28th September 2016 we entered in to a 5 year operating lease with Hampshire Trust Bank plc for the supply of a Canon IRAC 3320i Photocopier. The final 2 quarterly payments of £165 + VAT were paid in 2021. A new operating lease was signed in 2021 for sixty three months at £205.57 per month for a new photocopier Kyocera TA2553ci A3 colour MFD with cabinet.</p>																																	



The Ecclesiastical Parish of St Catherine  
and St Paul Leyton

Under 5s

Statement of Financial Activities

For the year ended 31 December 2021

		2021	2020
<b>UNRESTRICTED</b>	See Notes	£	£
<b>INCOME</b>	2		
Donations and Legacies		739	363
Other Trading Activities			
Income from Investment		233	544
Income from Charitable Activities		161,294	150,759
Income from Grants Covid Related		1,033	11,340
<b>Total INCOME</b>		<b>163,300</b>	<b>163,005</b>
<b>EXPENDITURE</b>	3		
Expenditure on Raising Funds			
Expenditure on Charitable Activities		153,752	147,089
<b>Total EXPENDITURE</b>		<b>153,752</b>	<b>147,089</b>
<b>NET UNRESTRICTED INCOME</b>		<b>9,548</b>	<b>15,916</b>
<b>Balance Brought Forward</b>		<b>89,642</b>	<b>73,726</b>
<b>Balance Carried Forward</b>		<b>99,190</b>	<b>89,642</b>
<b>RESTRICTED</b>			
<b>RESTRICTED INCOME</b>			
Donations and Legacies			
Income from Charitable Activities		12,269	9,410
<b>Total RESTRICTED INCOME</b>		<b>12,269</b>	<b>9,410</b>
Expenditure on Charitable Activities		12,269	9,410
<b>NET RESTRICTED INCOME</b>		<b>0</b>	<b>0</b>
<b>Balance Brought Forward</b>		<b>0</b>	<b>0</b>
<b>Balance Carried Forward</b>		<b>0</b>	<b>0</b>
<b>TOTAL</b>			
<b>TOTAL NET INCOME</b>		<b>9,548</b>	<b>15,916</b>
<b>Total Balance Brought Forward</b>		<b>89,642</b>	<b>73,726</b>
<b>Total Balance Carried Forward</b>		<b>99,190</b>	<b>89,642</b>

Notes to the Under 5s Accounts are set out on pages 33 to 35



The Ecclesiastical Parish of St Catherine  
and St Paul Leyton

Under 5s

**Balance Sheet**

As at 31 December 2021

Account	See Notes	31-Dec-21 £	31-Dec-20 £
<b>Fixed Assets</b>			
Tangible Assets			
<b>Total Fixed Assets</b>		<b>0</b>	<b>0</b>
<b>Current Assets</b>			
Debtors	5	2,605	1,803
Cash at bank and in hand	4	97,865	89,867
<b>Total Current Assets</b>		<b>100,469</b>	<b>91,670</b>
<b>Creditors: amounts falling due within one year</b>			
Creditors	6	600	1,125
Deposits		679	903
<b>Total Creditors: amounts falling due within one year</b>		<b>1,279</b>	<b>2,028</b>
<b>Net Current Assets (Liabilities)</b>		<b>99,190</b>	<b>89,642</b>
<b>Total Assets less Current Liabilities</b>		<b>99,190</b>	<b>89,642</b>
<b>Funds</b>			
Under 5s General		44,190	34,642
Under 5s Restricted		0	0
Under 5s Reserve		55,000	55,000
<b>Total Funds</b>		<b>99,190</b>	<b>89,642</b>

Michael Henry  
Honorary Treasurer

William Donoghue  
Chair

# Parochial Church Council of St Catherine and St Paul Leyton

## Under 5s

### Notes to the Financial Statements For the year ended 31st December 2021

#### 1 **Accounting Policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006; and with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014; and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the Under5s are responsible in law.

#### **Accruals**

The accounts have been prepared on an accruals basis.

#### **Restricted Funds**

Restricted grants totalling £12,269 (£9,410) were received from London Borough of Waltham Forest and were all spent on support staff salaries.

#### **Fixed Assets**

The Under 5s do not have any fixed assets. A policy of writing off all equipment items in the year in which they are purchased has been adopted.

#### **Charitable Status**

The Under 5s are an integral part of the St Catherine and St Paul Parish Parochial Church Council (PCC) which is a registered charity (1137601).

#### **Accounting**

These Under 5s accounts are kept separately from the accounts of the PCC and incorporated in to the Amalgamated Accounts.

#### **Bankers**

Our Bankers are TSB plc

#### **Reserves/Risk Assessment**

We have examined our overall finances and set aside £55,000 to cover salaries and rent etc in any unforeseen circumstances.

#### **Report**

Our written report is included on page 13/14 of the main PCC report and is extracted as an appendix to any requests for the separated accounts of the Under 5s.

Parochial Church Council of St Catherine and St Paul Leyton

Under 5s

Notes to the Financial Statements

For the year ended 31st December 2021

2	<b>A more detailed analysis of incoming Resources is shown below</b>			
		Actual 2021	Actual 2020	Remarks
	<b>Incoming Resources</b>	£	£	
	<b>Income Unrestricted</b>			
	Donations	739	363	
	<b>Charitable Activities</b>			
	Fees	18,589	19,781	
	Grants	141,860	130,351	
	Grants Covid Related	1,033	11,340	
	Other Income	845	626	
	<b>Total Charitable Activities</b>	162,327	162,098	
	Bank Interest	233	544	
	<b>Total Income Unrestricted</b>	163,300	163,005	
	<b>Income Restricted</b>			
	Grants Restricted	12,269	9,410	
	<b>Total Income</b>	175,569	172,415	

3	<b>A more detailed analysis of Resources expended is shown below</b>			
		Actual 2021	Actual 2020	Remarks
		£	£	
	Salaries	137,807	131,216	
	Consumables	3,524	2,089	
	Stationery Arts and Crafts	0	0	
	Photocopier	883	1,127	
	Telephone & Internet	597	409	
	Furniture and Equipment - Children	1,483	1,130	
	Furniture and Equipment Office	126	53	
	Rent	16,500	16,500	
	Insurance	914	941	
	Staff Training	567	108	
	Publications and Subscriptions	395	501	
	Computing Charges	1,259	578	
	Payroll and Finance Charges	558	959	
	Independent Examiners Fee	662	550	
	Bank Charges	199	174	
	Other Expenditure	546	164	
		166,021	156,499	

4	<b>Cash at Bank at 31st December</b>	2021	2020	
	General Account	27,865	19,867	
	Fees Account	0	0	
	Reserve Account	70,000	70,000	
		97,865	89,867	

# Parochial Church Council of St Catherine and St Paul Leyton

## Under 5s

### Notes to the Financial Statements

For the year ended 31st December 2021

<b>5 Debtors</b>	<b>2021</b>	<b>2020</b>
HMRC CJRS	0	1,725
Fees	0	78
Cornerstone -Employment Allowance Share	2,605	0
	<b>2,605</b>	<b>1,803</b>

<b>6 Creditors</b>	<b>2021</b>	<b>2020</b>
HMRC SSP Overclaimed	0	575
Independent Examiners Fee	600	550
Other	0	0
	<b>600</b>	<b>1,125</b>

<b>7 Deposits Held</b>	<b>2021</b>	<b>2020</b>
	679	903
These are deposits paid in respect of fees		

8

**Employees**

During the course of the year 11 (13) staff were employed at the equivalent of an average of 7(7) full time staff at a cost of £137,806 (2020 £131,215).

No employee was paid at a rate of more than £60,000 per annum

Remuneration and employee benefits payable to key management personnel employed by the PCC amounted to £67,005 in the year (£65,776).

	2021	2020
Net Pay	116,322	111,732
Employees NI	5,324	5,175
Tax	6,100	5,159
NEST Pension Contributions	2,631	2,470
Total Gross Pay	130,377	124,536
Employers NI	6,746	6,351
Employment Allowance	-2,605	-2,759
Maternity Pay recovered	0	0
NEST Pension Contributions	3,289	3,087
Total	137,806	131,215

<b>9 Key Management Personnel</b>	
Those in charge of directing, controlling, running and operating Under5s on a day to day basis are Robina Marwat, Iva Juma and Harshini Wanasundra.	

<b>10 Independent Examiners</b>	
Our Independent Examiners are Stewardship and their fee for the year is £600 (£550 in 2020) and no other payments were made.	