

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST STEPHEN'S CHURCH, SOUTH LAMBETH**

known as ST STEPHEN'S CHURCH, SOUTH LAMBETH

Registered Charity number 1138630

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

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St Stephen's Church, South Lambeth Trustee's (PCC) Annual Report 2022



Priest in Charge	Rev Canon Stephen Coulson
Church Wardens	Penny Elvin Rosalie Grant (from 24 April 2022) Brian Shaw (to 23 April 2022)
Deanery Synod Rep	Nusi Amade-Jaji
Elected PCC members	Rosalind Hallifax (Treasurer/Electoral Roll Officer) Brian Shaw (to 23 April 2022) Katie Shaw (to 23 April 2022) Rosalie Grant (to 23 April 2022) Eric Mamah-Djiman Grace Barekye (to 23 April 2022) George Wilson Ighofose Emuveyan Nikol Gashi (from 24 April 2022) Tina Valcarcel (from 24 April 2022)

The PCC Standing Committee comprised the Incumbent (Rev Stephen Coulson), Church Wardens (Rosalie Grant/Brian Shaw and Penny Elvin) and Treasurer (Rosalind Hallifax).

St Stephen's had 35 people on the Electoral Roll as at 24th April 2022. Down from 48 at the end of April 2021.

Aims and Purposes

St Stephen's Church South Lambeth PCC is responsible for supporting the Priest in Charge, Rev Stephen Coulson, in promoting the parish and the mission of St Stephen's Church to Welcome all, Love Jesus, and Make Him known. Rev. Coulson is also vicar of our neighbouring parish church, St Mark's Kennington.

The PCC is also responsible for maintaining the St Stephen's church building at St Stephen's Terrace, SW8 1DH.

Objectives and Activities

The PCC is committed to welcoming and enabling as many people as possible to worship as part of our church family, and to be active members of the St Stephen's church family. The PCC supports the priest in charge in creating church services that involve as many groups as possible across our church family, including the Sunday School and Youth Groups. We also support a midweek small group, and regular prayer meetings jointly with St Mark's Kennington.

In August 2022 Roger Reid was appointed as joint Youth Pastor to St Stephen's and St Mark's, with employment costs being shared equally. Initially this was a part time appointment but at the end of 2022 it was agreed that the appointment would move to full time in 2023.

The priest in charge and PCC plan activities throughout the year that will support St Stephen's Church mission statement of Welcoming all, Loving Jesus, and Making Him known. We aim to enable people to develop and live out their faith in Jesus Christ as their Saviour and Lord in their day-to-day lives through being able to worship together and learn about God's plan for Christian living through the preaching of the Bible as God's authentic Word.

We also support practical Christian pastoral care through our church activities, supporting and providing office space for Spinnaker Trust in their work with local communities, supporting a wide range of UK and overseas missionary activities, and enabling other church communities and charities with a Christian ethos to rent our buildings for their own worship services and other activities. In addition, we reach out to our local community with space for meetings and joint activities.

2022 Review

The PCC met 4 times in 2022 for regular meetings.

Nusi Amade-Jaji continued as Deanery Synod representative. Brian Shaw stood down as church warden because he and Katie Shaw moved away, and Rosalie Grant was elected in his place, with Penny Elvin continuing as church warden.

Roger Reid, our Youth Pastor, has been building a Thursday afternoon Youth Club for Years 9 and 10 which takes place at St Stephen's.

Katie Shaw continued to lead our Sunday School, supported by several members of the St Stephen's church family, until she and Brian moved at the end of July 2022. Since then Sunday School has been mainly coordinated by Nikol Gashi and Emma Peters. Roger Reid supported this work on Sunday mornings as Sunday school tended to be a joint children's and youth group.

Yetunde Esan, Rosalie Grant, and Nikol Gashi served as our safeguarding officers. They have provided clear focus to various aspects of St Stephen's safeguarding policies, with Rosalie Grant and Nikol Gashi managing the Disclosure and Barring Service (DBS) checks required for anyone working with our young people.

We are also grateful for the various members of St Stephen's who supported the work of the church by helping out with the many activities needed to enable our Sunday morning services, including setting up the church, welcoming people as they enter, operating the PA, singing, preparing and serving refreshments, teaching and helping with Sunday School and the youth group, and managing the various rotas to enable us to worship and glorify God each week.

The APCM took place on 24th April 2022. The accounts for the year 2021 were presented to the meeting, having previously been unanimously approved by the PCC. Mark Heyburn of Heyburn Bennett was reappointed as Independent Examiner and we are grateful to him and his colleague Chris Bailey for preparation of the 2021 accounts.

The repair work following the basement flooding in 2021 was finally completed just after Easter 2022 which has enabled us to use the building more effectively for supporting other groups and for lettings, as well as having more space for our own activities on Sundays and during the week.

Giving was slightly below the previous year, and is expected to drop further this year because of further changes in members of the congregation. However we received a substantial boost in 2022 from rental income and from collecting arrears of Gift Aid.

Our main outgoing for 2022 was the parish share paid to the Diocese of £12,000 and we spent a little more on repairs and maintenance. We used up the credit on our fuel account brought

forward from 2021. Our only direct employee is our cleaner and we contributed half the cost of the Youth Pastor to St Mark's.

Spinnaker Trust asked for office space for their staff who move between local primary schools, and we have accommodated this free of charge, as this is a work we also support financially. We provide space at a modest licence fee for Change for Good Community Chaplaincy Limited, a Christian based charity working to support former prisoners. Other groups using the church building for regular meetings include Alcoholics Anonymous and Cancer Don't Let It Win.

St Stephen's has continued our policy of using a proportion of our income from the previous year to support UK and overseas Christian work. In 2022 we gave funds representing one tenth of our income for both 2020 and 2021, totalling £19,300.

St Stephen's remains closely involved with St Stephen's Church of England Primary School, with Rev Sam Whittington from St Mark's giving regular assemblies.

We should also record the sad event Of the death of our former vicar, Bill Wilson, in August 2022.

Financial Policies

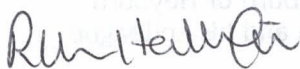
St Stephen's maintains various financial policies to safeguard the financial wellbeing of the church. These include:

Reserves Policy: Our aim is to have sufficient reserves to cover our anticipated needs over the year, with some allowance for emergency works. The categories and amounts kept in reserve are shown in our annual accounts, and are regularly reviewed by the Treasurer on behalf of the PCC.

Investment Policy: We are receiving professional investment advice for the monies received from the sale of land, and have an investment committee to oversee the management of these funds.

Risk Assessment: The PCC regularly monitor financial and personnel aspects of church life that require risk cover, and ensure that appropriate insurance is in place.

Signed on behalf of the PCC



Rosalind Hallifax

St Stephen's Church Treasurer

ST STEPHEN'S CHURCH, SOUTH LAMBETH

Independent Examiner's Report to the Trustees of ST STEPHEN'S CHURCH, SOUTH LAMBETH

I report to the Trustees on my examination of the financial statements of the PCC for the year ended 31 December 2022, which are set out on pages 5 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiners' report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the 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 given as to whether the financial statements present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiners' statement

The main bank account now has online banking set up. But payments can be made with just one signatory. The standard safeguard of having dual authorization is therefore missing.

There had historically been delays in claiming gift aid from HMRC which resulted in £10,478 of the previous year end debtor balance being written off. But claims are now up to date and the closing debtor relates to 2022 balances only.

In connection with my examination, no other matter except for the above has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the Act; and
 - (b) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Act and the Charities SORP have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements.



Mark Heyburn FCCA
Heyburn Bennett Ltd
Chartered Certified Accountants
9 Bridge Street
Walton on Thames
Surrey
KT12 1AE

Date: 20 MAY 2023

ST STEPHEN'S CHURCH, SOUTH LAMBETH
STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

	<u>Notes</u>	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
Incoming resources						
Voluntary income	2a	28,947	-	3,900	32,847	38,631
Activities for generating funds	2b	-	-	-	-	-
Income from investments	2c	9,328	-	-	9,328	7,846
Church activities	2d	19,901	-	-	19,901	14,222
TOTAL		58,176	-	3,900	62,076	60,699
Resources expended						
Missionary and charitable giving	3	9,300	10,000	182	19,482	1,313
Diocese, vicarage and church	4	29,452	-	-	29,452	25,289
Staff costs	5	8,567	-	-	8,567	13,859
People and groups	6	63	-	151	214	1,250
Management and administration	7	4,959	-	-	4,959	5,001
Governance costs	8	1,890	-	-	1,890	1,800
TOTAL		54,231	10,000	333	64,564	48,512
Net incoming resources		3,945	(10,000)	3,567	(2,488)	12,187
Gains on investment assets:						
on disposal	10	(3,420)	-	-	(3,420)	(528)
on revaluation	10	(52,522)	-	-	(52,522)	20,899
Transfers between funds		19,000	(19,000)	-	-	-
Net movement in funds		(32,997)	(29,000)	3,567	(58,430)	32,558
Total funds brought forward		495,402	48,000	2,239	545,641	513,083
Total funds carried forward		462,405	19,000	5,806	487,211	545,641

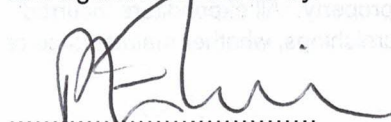
The notes on pages 7 to 13 form part of these financial statements.

ST STEPHEN'S CHURCH, SOUTH LAMBETH
BALANCE SHEET

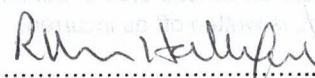
AS AT 31 DECEMBER 2022

	<u>Notes</u>	2022	2021
		£	£
FIXED ASSETS			
Tangible fixed assets	9	17	17
CURRENT ASSETS			
Investments	10	407,733	457,841
Debtors	11	7,904	50,744
Cash at bank & in hand	12	75,458	40,069
		<u>491,095</u>	<u>548,654</u>
CREDITORS: Amounts falling due within one year	13	<u>3,901</u>	<u>3,030</u>
NET CURRENT ASSETS		487,194	545,624
NET ASSETS		<u><u>487,211</u></u>	<u><u>545,641</u></u>
FUNDS OF THE CHARITY			
General fund		462,405	495,402
Designated funds	14	19,000	48,000
Restricted funds	15	5,806	2,239
TOTAL FUNDS		<u><u>487,211</u></u>	<u><u>545,641</u></u>

Approved by the Parochial Church Council on 20 MAY 2023
and signed on its behalf by:



Penny Elvin
Churchwarden



Rosalind Hallifax
Treasurer

Registered Charity Number 1138630

The notes on pages 7 to 13 form part of these financial statements.

**ST STEPHEN'S CHURCH, SOUTH LAMBETH
NOTES TO THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 DECEMBER 2022

1 ACCOUNTING POLICIES

a) Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations together with applicable accounting standards and the Charities SORP (FRS102).

The financial statements have been prepared on an accruals basis and under the historic cost convention, except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is legally responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

b) Funds

Unrestricted funds represent funds that are not subject to any restrictions regarding their use and are available for any purpose. These include the general fund and also funds designated for a particular purpose by the PCC.

Restricted funds represent funds where money is given for a specific purposes and the fund can only be used for those restricted objects.

c) Incoming resources

Planned giving, collections and donations are recognized when received.

Gift aid claimable on income is recognized at the same time as the associated incoming resource.

Grants and legacies are recognized when the PCC is notified of its entitlement and the amount due.

Income in respect of hall hire or other fees is recognized in the period in which the event occurs.

Investment income is recognized when entitlement to such income arises.

All incoming resources are accounted for gross.

d) Resources expended

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

The diocesan parish share is accounted for when due.

All other expenditure is generally accounted for when it is incurred and is accounted for gross.

e) Fixed assets

Consecrated and beneficed property is excluded from the accounts by s10(2)(a) of the Charities Act 2011. No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers these to be inalienable property. All expenditure incurred during the year on consecrated or beneficed property and moveable church furnishings, whether maintenance or improvement, is written off as incurred.

Equipment used within the church premises is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are generally written off in the period in which the asset is acquired.

f) Investments

Investments are valued at fair value with any revaluation gains or losses going through the Statement of Financial Activities.

ST STEPHEN'S CHURCH, SOUTH LAMBETH
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

2 INCOMING RESOURCES

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
a) Voluntary income					
Open offering (gift aid)	100			100	848
Open offering (non gift aid)	2,739			2,739	1,892
Planned giving (gift aid)	20,943			20,943	29,331
Planned giving (non gift aid)	9,510			9,510	6,828
Donations (gift aid)	133			133	627
Donations (non gift aid)	99			99	5,610
Gift aid tax recoverable	5,901			5,901	8,175
Gift aid - written off as time barred	(10,478)			(10,478)	(15,180)
Grants	-		3,900	3,900	500
Church outings	-			-	-
	<u>28,947</u>	<u>-</u>	<u>3,900</u>	<u>32,847</u>	<u>38,631</u>
b) Activities for generating funds					
Fund raising	-			-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
c) Income from investments					
Bank interest receivable	362			362	3
Investment portfolio income receivable	8,966			8,966	7,843
	<u>9,328</u>	<u>-</u>	<u>-</u>	<u>9,328</u>	<u>7,846</u>
d) Church activities					
Church lettings	16,814			16,814	14,018
Insurance claim proceeds	2,857			2,857	-
Fees and sundry income	230			230	204
	<u>19,901</u>	<u>-</u>	<u>-</u>	<u>19,901</u>	<u>14,222</u>
Total incoming resources	<u>58,176</u>	<u>-</u>	<u>3,900</u>	<u>62,076</u>	<u>60,699</u>

ST STEPHEN'S CHURCH, SOUTH LAMBETH
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

3 MISSIONARY AND CHARITABLE GIVING

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
Relite (Ghana)	1,000	1,000		2,000	-
Anne Grainger/Guinea Mission	-	2,500		2,500	-
Mission Direct	1,100	1,000		2,100	1,000
Lambeth Street Pastors	800	750		1,550	-
CPAS	300	250		550	-
Spinnaker Trust	1,000	1,000		2,000	-
Robes Project	600	500		1,100	-
Miles family	1,000	1,000		2,000	-
Pleroma Ministries (Nigeria)	500	250		750	313
Global Inspiration Foundation (Nigeria)	1,000	1,000		2,000	-
Stress Reduction and Counselling Centre, Kasese (Uganda)	1,000	750		1,750	-
Bishop of Southwark's Lent Call	-		182	182	-
Evangelism, London - Nikol Gashi	1,000			1,000	-
	9,300	10,000	182	19,482	1,313

4 DIOCESE, VICARAGE AND CHURCH

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
Diocese - parish share	12,000			12,000	15,000
Diocese - fees	-			-	-
Vicarage - hospitality	-			-	-
Vicarage - upkeep/repairs	-			-	-
Church - upkeep /repairs	9,370			9,370	6,671
Church - quinquennial inspection	-			-	-
Church - cost plan for roofing options	-			-	-
Church - fuel & water	4,959			4,959	632
Church - insurance	3,123			3,123	2,986
Church - equipment depreciation	-			-	-
	29,452	-	-	29,452	25,289

ST STEPHEN'S CHURCH, SOUTH LAMBETH
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

5 STAFF

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
Cleaner	5,650			5,650	5,400
Administrator	-			-	459
Youth pastor	2,917			2,917	8,000
Employer's NIC	-			-	-
	<u>8,567</u>	<u>-</u>	<u>-</u>	<u>8,567</u>	<u>13,859</u>
Total emoluments (included above)	<u>8,567</u>	<u>-</u>	<u>-</u>	<u>8,567</u>	<u>13,859</u>
Average number of employees				<u>1</u>	<u>2</u>

Expenses are reimbursed to certain PCC members for reasonable costs incurred on behalf of the Church.

6 PEOPLE AND GROUPS

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
New Day youth event	-			-	-
Youth group	-			-	256
Sunday school	-		151	151	510
Church outing	-			-	-
Evangelism	-			-	334
Pastoral care	63			63	-
Training	-			-	150
	<u>63</u>	<u>-</u>	<u>151</u>	<u>214</u>	<u>1,250</u>

7 CHURCH MANAGEMENT AND ADMINISTRATION

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
Telephone and internet	756			756	661
Printing, postage and stationery	136			136	376
Worship and service related	316			316	176
General expenses	610			610	586
Bank charge and interest	87			87	-
Investment management charges	3,054			3,054	3,202
	<u>4,959</u>	<u>-</u>	<u>-</u>	<u>4,959</u>	<u>5,001</u>

ST STEPHEN'S CHURCH, SOUTH LAMBETH
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

8 GOVERNANCE COSTS

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £	2021 Total £
Accountancy and independent examination	1,890			1,890	1,800
	1,890	-	-	1,890	1,800

9 TANGIBLE FIXED ASSETS

	Premises Equipment £	Office Equipment £	Total £
Cost			
As at 1 January 2022	29,651	856	30,507
Additions	-	-	-
Disposals	-	-	-
As at 31 December 2022	29,651	856	30,507
Depreciation			
As at 1 January 2022	29,637	853	30,490
Charge for the year	-	-	-
Disposals	-	-	-
As at 31 December 2022	29,637	853	30,490
Net book value			
As at 31 December 2022	14	3	17
As at 31 December 2021	14	3	17

10 INVESTMENTS

	Cash & Cash Equivalents £	Listed Investments £	2022 Total £	2021 Total £
Carrying (fair) value				
As at 1 January 2022	36,205	421,636	457,841	432,836
Cash transferred in	-	-	-	-
Cash transferred out	-	-	-	-
Investment purchases at cost	(29,331)	29,331	-	-
Disposals at carrying value	24,944	(28,364)	(3,420)	(528)
Equalisation payments	-	-	-	-
Investment income received	8,954	-	8,954	7,785
Charges paid	(3,120)	-	(3,120)	(3,151)
Revaluation gain/(loss)	-	(52,522)	(52,522)	20,899
As at 31 December 2022	37,652	370,081	407,733	457,841

ST STEPHEN'S CHURCH, SOUTH LAMBETH
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

11 DEBTORS

	2022 £	2021 £
Gift aid tax recoverable	5,805	45,731
Church lettings	890	490
Prepayments	583	3,909
Accrued income	626	614
	<u>7,904</u>	<u>50,744</u>

12 CASH AT BANK AND IN HAND

	2022 £	2021 £
HSBC bank account	69,576	34,313
Cash in transit	50	-
CCLA - CBF deposit fund	5,832	5,756
	<u>75,458</u>	<u>40,069</u>

13 CREDITORS

	2022 £	2021 £
Creditors and accruals	3,901	2,909
Payroll liabilities	-	121
	<u>3,901</u>	<u>3,030</u>

14 DESIGNATED FUNDS

	Balance at 01-Jan-22 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31-Dec-22 £
Provision for new screens (a)	25,000			(25,000)	-
Provision for major repairs (b)	10,000			5,000	15,000
Employee reserve (c)	3,000				3,000
Mission giving reserve (d)	10,000		(10,000)	1,000	1,000
	<u>48,000</u>	<u>-</u>	<u>(10,000)</u>	<u>(19,000)</u>	<u>19,000</u>

- (a) This was for the anticipated cost of new screens to be installed in the Church which is no longer going ahead.
(b) This is for major repairs and renewals that might be required, including repairs to the Church floor.
(c) A reserve is maintained to enable the Church to be able to meet its employment commitments.
(d) An amount has been set aside to cover mission giving that is desired but hasn't yet been allocated or paid.

ST STEPHEN'S CHURCH, SOUTH LAMBETH
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

15 RESTRICTED FUNDS

	Balance at 01-Jan-22 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31-Dec-22 £
Women's pastoral work (a)	251				251
Church outings (b)	741				741
New Day youth event (c)	565				565
Mission giving (d)	-				-
Bishop of Southwark's Lent Call (e)	182		(182)		-
Youth work (f)	500	2,500	(151)		2,849
Cold weather (g)		1,400			1,400
	2,239	3,900	(333)	-	5,806

(a) This is the balance of donations in previous years towards women's pastoral work.

(b) This is the balance of a donation from a Church member to support future annual Church outings.

(c) This is the balance of donations in the previous year towards the cost of attending a Christian youth event.

(d) This is donations received from individuals specifically for certain missionary causes.

(e) This is money collected at Steve Coulson's licensing service in November 2021 then paid on in January 2022.

(f) This is grants received towards youth/children's work. Sunday school expenses have been paid from this fund.

(g) This is a grant received towards fuel bills. It was received in late December 2022 and will be used in 2023.

16 ANALYSIS OF NET ASSETS BY FUND

	2022 General £	2022 Designated £	2022 Restricted £	2022 Total £
Tangible fixed assets	17			17
Investments	388,733	19,000		407,733
Debtors	7,904			7,904
Cash at bank and in hand	69,652		5,806	75,458
Creditors	(3,901)			(3,901)
	462,405	19,000	5,806	487,211