

**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 2023**

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St Stephen's Church, South Lambeth Trustee's (PCC) Annual Report 2023



Priest in Charge	Rev Canon Stephen Coulson
Church Wardens	Penny Elvin Rosalie Grant
Deanery Synod Reps	Nusi Amade-Jaji Comfort Idowu-Fearon (From 19.5.23)
Elected PCC members	Rosalind Hallifax (Treasurer/Electoral Roll Officer) Eric Mamah-Djiman George Wilson Ighofose Emuveyan Nikol Gashi Tina Valcarcel

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

St Stephen's had 30 people on the Electoral Roll at 24th April 2023, down from 31 at the end of April 2022.

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.

Over the past year we have instituted a regular Mothers Union meeting on Thursday evenings, which will become a formal Mothers Union group in May 2024.

We also have started activities reaching out to the community including a regular Tuesday coffee morning and table tennis on Tuesday events.

Roger Reid continues as joint Youth Pastor to St Stephen's and St Mark's, with employment costs being shared equally. In August 2023 he was able with others to arrange a trip with Youth from both churches to Satellites.

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.

2023 Review

The PCC met 5 times in 2023 for regular meetings.

Nusi Amade-Jaji continued as Deanery Synod representative and Comfort Idowu-Fearon was elected as a second representative at the 2023 APCM.

Rosalie Grant and Penny Elvin continued as church wardens.

Roger Reid, our Youth Pastor, with the help of Ruby from School Pastors and Emmanuel from London City Mission, continues to lead an afternoon Youth Club for Years 9 and 10 which takes place at St Stephen's or Montgomery Hall.

Nikol Gashi and Emma Peters coordinate Sunday School which is regularly attended by children in the congregation.

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 19th May 2023. The accounts for the year 2022 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 2022 accounts.

A major expenditure in the year was the replacement of the church boilers which were old and had failed. This had made the heating system much easier to manage, However, a second major cost relating to our fuel bills arises because we came off our previous 3-year fixed term contracts and the market rates available were around three times the previous rates. However, we only renewed for 12 months, and the current 12 month contract rate is significantly lower.

Giving in church increased from the previous year, but there was a large drop in standing order giving as expected because of departures of members of the congregation. Rental income continues to provide a substantial part of our regular income.

Apart from the expenditure on the boilers and utility bills, our main outgoing for 2023 was the parish share paid to the Diocese of £15,000 and we spent a little more on repairs and maintenance to deal with some electrical issues. Our only direct employee is our cleaner and we contributed half the cost of the Youth Pastor to St Mark's.

As required by church law, there was a quinquennial review of the church building and the architect has advised that in particular we need to do work on the church roof. This with ancillary works will use up a very large proportion of the sum held in investments.

We continue to provide free of charge office space to Spinnaker Trust or their staff who move between local primary schools, 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 2023 we gave funds representing one tenth of our income for 2022, plus £1000 set aside the previous year, totalling £6,300.

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 until he moved from St Mark's and since then Roger Reid has taken on this role, along with chaplaincy work at St Gabriel's.

Financial Policies

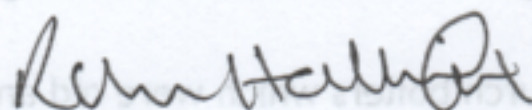
St Stephen's maintains various financial policies to safeguard the financial wellbeing of the church. These include:

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 2023, 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.

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: 18 MAY 2024

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

FOR THE YEAR ENDED 31 DECEMBER 2023

	<u>Notes</u>	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
Incoming resources						
Voluntary income	2a	29,832	-	114	29,946	32,847
Activities for generating funds	2b	-	-	-	-	-
Income from investments	2c	11,270	-	-	11,270	9,328
Church activities	2d	30,834	-	-	30,834	19,901
TOTAL		71,936	-	114	72,050	62,076
Resources expended						
Missionary and charitable giving	3	-	6,300	-	6,300	19,482
Diocese and church	4	75,839	-	1,400	77,239	29,452
Staff costs	5	19,191	-	-	19,191	8,567
People and groups	6	954	-	1,440	2,394	214
Management and administration	7	5,689	-	-	5,689	4,959
Governance costs	8	2,010	-	-	2,010	1,890
TOTAL		103,683	6,300	2,840	112,823	64,564
Net incoming resources		(31,747)	(6,300)	(2,726)	(40,773)	(2,488)
Gains on investment assets:						
on disposal	10	531	-	-	531	(3,420)
on revaluation	10	16,425	-	-	16,425	(52,522)
Transfers between funds		(5,300)	5,300	-	-	-
Net movement in funds		(20,091)	(1,000)	(2,726)	(23,817)	(58,430)
Total funds brought forward		462,405	19,000	5,806	487,211	545,641
Total funds carried forward		442,314	18,000	3,080	463,394	487,211

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

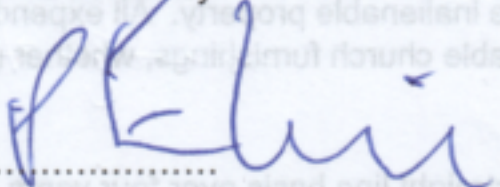
ST STEPHEN'S CHURCH, SOUTH LAMBETH

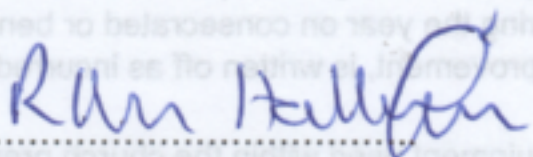
BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	9	5,621	17
CURRENT ASSETS			
Investments	10	432,382	407,733
Debtors	11	7,792	7,904
Cash at bank & in hand	12	22,432	75,458
		<u>462,606</u>	<u>491,095</u>
CREDITORS: Amounts falling due within one year	13	<u>4,833</u>	<u>3,901</u>
NET CURRENT ASSETS		457,773	487,194
NET ASSETS		<u>463,394</u>	<u>487,211</u>
FUNDS OF THE CHARITY			
General fund		442,314	462,405
Designated funds	14	18,000	19,000
Restricted funds	15	3,080	5,806
TOTAL FUNDS		<u>463,394</u>	<u>487,211</u>

Approved by the Parochial Church Council on 18 MAY 2024
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 2023

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 2023

2 INCOMING RESOURCES

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
a) Voluntary income					
Open offering (gift aid)	100			100	100
Open offering (non gift aid)	4,292			4,292	2,739
Planned giving (gift aid)	11,902			11,902	20,943
Planned giving (non gift aid)	8,737			8,737	9,510
Donations (gift aid)	-			-	133
Donations (non gift aid)	106		114	220	99
Gift aid tax recoverable	4,060			4,060	5,901
Gift aid - written off as time barred	-			-	(10,478)
Grants	-			-	3,900
Youth group outings	210			210	-
Church outings	425			425	-
	<u>29,832</u>	<u>-</u>	<u>114</u>	<u>29,946</u>	<u>32,847</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	223			223	362
Investment portfolio income receivable	11,047			11,047	8,966
	<u>11,270</u>	<u>-</u>	<u>-</u>	<u>11,270</u>	<u>9,328</u>
d) Church activities					
Church lettings	30,707			30,707	16,814
Insurance claim proceeds	-			-	2,857
Fees and sundry income	127			127	230
	<u>30,834</u>	<u>-</u>	<u>-</u>	<u>30,834</u>	<u>19,901</u>
Total incoming resources	<u>71,936</u>	<u>-</u>	<u>114</u>	<u>72,050</u>	<u>62,076</u>

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

FOR THE YEAR ENDED 31 DECEMBER 2023

3 MISSIONARY AND CHARITABLE GIVING

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
Relite (Ghana)		1,000		1,000	2,000
Anne Grainger/Guinea Mission				-	2,500
Mission Direct		450		450	2,100
Lambeth Street Pastors		900		900	1,550
CPAS				-	550
Spinnaker Trust		800		800	2,000
Robes Project		300		300	1,100
Dr Glenn Miles		800		800	2,000
Pleroma Ministries (Nigeria)		250		250	750
Global Inspiration Foundation (Nigeria)		800		800	2,000
Stress Reduction and Counselling Centre, Kasese (Uganda)		1,000		1,000	1,750
Bishop of Southwark's Lent Call				-	182
Evangelism, London - Nikol Gashi				-	1,000
	-	6,300	-	6,300	19,482

4 DIOCESE AND CHURCH

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
Diocese - parish share	15,000			15,000	12,000
Diocese - fees	-			-	-
Church - upkeep /repairs	4,453			4,453	9,370
Church - new boilers	35,364			35,364	-
Church - upgrade electrical sockets	3,380			3,380	-
Church - quinquennial inspection	1,428			1,428	-
Church - fuel & water	11,237		1,400	12,637	4,959
Church - insurance	3,113			3,113	3,123
Church - equipment depreciation	1,864			1,864	-
	75,839	-	1,400	77,239	29,452

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

FOR THE YEAR ENDED 31 DECEMBER 2023

5 STAFF

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
Cleaner	5,775			5,775	5,650
Administrator	-			-	-
Youth pastor	13,416			13,416	2,917
Employer's NIC	-			-	-
	<u>19,191</u>	<u>-</u>	<u>-</u>	<u>19,191</u>	<u>8,567</u>

Total emoluments (included above)	<u>19,191</u>	<u>-</u>	<u>-</u>	<u>19,191</u>	<u>13,859</u>
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Average number of employees				<u>2</u>	<u>1</u>
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Expenses are reimbursed to certain PCC members for reasonable costs incurred on behalf of the Church.

6 PEOPLE AND GROUPS

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
Youth events	435		565	1,000	-
Youth group	-		34	34	-
Sunday school	-		100	100	151
Church outing	459		741	1,200	-
Evangelism	60			60	-
Pastoral care	-			-	63
Training	-			-	-
	<u>954</u>	<u>-</u>	<u>1,440</u>	<u>2,394</u>	<u>214</u>

7 CHURCH MANAGEMENT AND ADMINISTRATION

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
Telephone and internet	780			780	756
Postage, stationery and website	834			834	136
Worship and service related	390			390	316
General expenses	656			656	610
Bank charge and interest	88			88	87
Investment management charges	2,941			2,941	3,054
	<u>5,689</u>	<u>-</u>	<u>-</u>	<u>5,689</u>	<u>4,959</u>

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

FOR THE YEAR ENDED 31 DECEMBER 2023

8 GOVERNANCE COSTS

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £	2022 Total £
Accountancy and independent examination	2,010			2,010	1,890
	<u>2,010</u>	<u>-</u>	<u>-</u>	<u>2,010</u>	<u>1,890</u>

9 TANGIBLE FIXED ASSETS

	Premises Equipment £	Office Equipment £	Total £
Cost			
As at 1 January 2023	29,651	856	30,507
Additions	7,468	-	7,468
Disposals	-	-	-
As at 31 December 2023	<u>37,119</u>	<u>856</u>	<u>37,975</u>
Depreciation			
As at 1 January 2023	29,637	853	30,490
Charge for the year	1,864	-	1,864
Disposals	-	-	-
As at 31 December 2023	<u>31,501</u>	<u>853</u>	<u>32,354</u>
Net book value			
As at 31 December 2023	<u>5,618</u>	<u>3</u>	<u>5,621</u>
As at 31 December 2022	<u>14</u>	<u>3</u>	<u>17</u>

10 INVESTMENTS

	Cash & Cash Equivalents £	Listed Investments £	2023 Total £	2022 Total £
Carrying (fair) value				
As at 1 January 2022	37,652	370,081	407,733	457,841
Cash transferred in	-	-	-	-
Cash transferred out	-	-	-	-
Investment purchases at cost	(70,075)	70,075	-	-
Disposals at carrying value	57,079	(56,548)	531	(3,420)
Equalisation payments	28	(28)	-	-
Investment income received	10,649	-	10,649	8,954
Charges paid	(2,956)	-	(2,956)	(3,120)
Revaluation gain/(loss)	-	16,425	16,425	(52,522)
As at 31 December 2022	<u>32,377</u>	<u>400,005</u>	<u>432,382</u>	<u>407,733</u>

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

FOR THE YEAR ENDED 31 DECEMBER 2023

11 DEBTORS

	2023	2022
	£	£
Gift aid tax recoverable	3,773	5,805
Church lettings	2,939	890
Prepayments	-	583
Accrued income	1,024	626
Sundry debtors	56	-
	<u>7,792</u>	<u>7,904</u>

12 CASH AT BANK AND IN HAND

	2023	2022
	£	£
HSBC bank account	15,905	69,576
Cash in transit	508	50
CCLA - CBF deposit fund	6,019	5,832
	<u>22,432</u>	<u>75,458</u>

13 CREDITORS

	2023	2022
	£	£
Creditors and accruals	4,833	3,901
Payroll liabilities	-	-
	<u>4,833</u>	<u>3,901</u>

14 DESIGNATED FUNDS

	Balance at 01-Jan-23 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31-Dec-23 £
Provision for major repairs (a)	15,000				15,000
Employee reserve (b)	3,000				3,000
Mission giving reserve (c)	1,000		(6,300)	5,300	-
	<u>19,000</u>	<u>-</u>	<u>(6,300)</u>	<u>5,300</u>	<u>18,000</u>

(a) This is for major repairs and renewals that might be required, including repairs to the Church floor.

(b) A reserve is maintained to enable the Church to be able to meet its employment commitments.

(c) An amount had been set aside to cover mission giving that was desired but hadn't yet been allocated or paid.

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

FOR THE YEAR ENDED 31 DECEMBER 2023

15 RESTRICTED FUNDS

	Balance at 01-Jan-23 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31-Dec-23 £
Women's pastoral work (a)	251				251
Church outings (b)	741		(741)		-
Youth events (c)	565		(565)		-
Mission giving (d)	-				-
St Stephen's Children's Centre (e)	-	114			114
Youth work (f)	2,849		(134)		2,715
Cold weather (g)	1,400		(1,400)		-
	<u>5,806</u>	<u>114</u>	<u>(2,840)</u>	<u>-</u>	<u>3,080</u>

(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 Christian youth events.

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

(e) This is money collected for St Stephen's Children's Centre in November 2023 then paid on in 2024.

(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 used in 2023.

16 ANALYSIS OF NET ASSETS BY FUND

	2023 General £	2023 Designated £	2023 Restricted £	2023 Total £
Tangible fixed assets	5,621			5,621
Investments	414,382	18,000		432,382
Debtors	7,792			7,792
Cash at bank and in hand	19,352		3,080	22,432
Creditors	(4,833)			(4,833)
	<u>442,314</u>	<u>18,000</u>	<u>3,080</u>	<u>463,394</u>