THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY.

England & Wales · Charity number 1140226

Details

Other names	ST. JOHN THE EVANGELIST'S P.C.C., WEMBLEY
Status	Registered
Legal form	Previously excepted
Registered	2011-02-04
Register	View on the Charity Commission register

Contact

Address	3 Crawford Avenue Wembley HA0 2HX
Phone	02089027105
Email	admin@stjohnwembley.org
Website	www.stjohnwembley.org.uk

Activities

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

Activities: worship, spiritual development, youth work, community initiatives, fellowship

Classification

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

Downloaded from opencharities.uk/ew/1140226

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£157,433	£130,345	-	-
2023-12-31	£142,566	£157,551	-	-
2022-12-31	£155,950	£133,271	-	-
2021-12-31	£98,460	£100,678	-	-
2020-12-31	£79,690	£110,846	-	-

Trustees

Name	Role	Appointed
Rev Chinenye Ngozi Njoku	Chair	2020-10-27
ADETOKUNBO ADEKEYE AJAYI		
CAROLE BEVIS-SMITH		
Catherine MILLER-BALDWIN		2019-04-28
Ifeoma Arinze		2022-05-29
JOAN TELFORD		2019-04-28
Lesile BEVIS-SMITH		2021-05-30
NKIRU EGBOCHUKU		
Obiorah Nwanonye		2019-04-28
ROBERT BARKER		
Rita Chiamonwe		2021-05-30

Downloaded from opencharities.uk/ew/1140226

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY.

England & Wales - Charity number 1140226

Accounts

ST.John The Evangelist Wembley Parish Church

REPORTS AND ACCOUNTS FOR 2024

CHARITY NUMBER 1140226

LIST OF CONTENT

ANNUAL REPORT AND FINANCIAL STATEMENT

NOTICE OF APM AND APCM
2024

MINUTES OF APM AND APCM HELD ON MAY 11 MAY 2024

THE INCUMBENT REPORT

DEANERY SYNOD REPORT NOAH'S ARK REPORT

CHURCHWARDEN'S REPORT

COMMUNITY CENTRE
REPORT

BUILDING REPORT

SUNDAY SCHOOL AND YOUNG ST JOHN'S REPORT

SAFEGUARDING REPORT

TREASURER'S REPORT

MEMORY CAFÉ REPORT

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF St. JOHN, WEMBLEY.

Annual report for the year ended December 31st 2024.

ADMINISTRATIVE INFORMATION

St. John's Church is situated in the Harrow Road, Wembley, close to the corner of Crawford Avenue. It is part of the Diocese of London within the Church of England. The address for correspondence is The Vicarage, 3, Crawford Avenue, Wembley, Middlesex HA0 2HX. The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley is a charity registered with the Charity Commission, registration number 1140226.

The governing documents are the Parochial Church Council Powers measure (1956), as amended and the Church Representation Rules. The following trustees served as P.C.C. members in 2024.

Vicar	The Rev'd Chinenye Ngozi Njoku
Licensed Lay Minister (Reader):	Carole Bevis-Smith
Churchwardens:	Nkiru Egbochuku (To A.P.M.) DipathMuwonge (To A.P.M.) Uchechi Alioha (From A.P.M.) George Onyemekara (From A.P.M.)
Deanery Synod Representatives:	Carole Bevis-Smith Catherine Miller-Baldwin
Elected Lay Members:	Adetokunbo "Toks" Ajayi Ifeoma Arinze Robert Barker Leslie Bevis-Smith Rita Chiamonwu Monica Hinds (From A.P.C.M.) Shauna Clarke (To A.P.C.M.) Leda Yousif Hermine Barry-Clarke Obiorah Nwanonye Dr. Joan Telford Martina Vernon (From A.P.C.M.)

Nkiru Egbochuku and Yetunde Coker were co-opted to the P.C.C. at the May and November meetings respectively. One place for an Elected Lay Member is currently vacant.

STRUCTURE, GOVERNANCE & MANAGEMENT

The method of appointment of P.C.C. members is as set out in the Church Representation Rules. All adults who attend services are encouraged to register on the Electoral Roll, and stand for election to the P.C.C. The P.C.C. of a parish the size of St. John's, measured by having between 100 and 200 names on its Electoral Roll, may have 12 elected lay members. Members of the P.C.C. serve for a term of three years, and traditionally one third of the membership retires by rotation at each A.P.C.M. Obiorah Nwanonye, Dr. Joan Telford and Leda Yousif are due to retire by rotation in 2025. As the Electoral Roll is below 152, St. John's has two Deanery Synod representatives.

Throughout 2023, Ifioma Arinze has served as Treasurer, Robert Barker as Secretary and Dr. Joan Telford has been our Health & Safety Officer. Hermine Barry-Clarke was Safeguarding Officer until November 2024, when Yetunde Coker took over.

OBJECTS AND ACTIVITIES

St. John's P.C.C. has the responsibility of promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical, in co-operation with the Incumbent. It also oversees the operation of St. John's Community Centre, which it shares with representatives of the Incorporated Trustees of Workmen's Hall, through a joint committee.

The P.C.C. met on five occasions during 2024 for regular business meetings. Attendance at these meetings ranged between nine and thirteen, the average figure being eleven. Between one and four P.C.C. members unable to attend these meetings in person, participated through Zoom. A Special Meeting to consider the draft accounts for 2023 and the new lease to be granted to Wembley Central Nursery School took place on February 13th, through the medium of Zoom, in which ten members participated.

REVIEW OF THE YEAR ENDED DECEMBER 31ST 2024

The annual reviews of 2022 and 2023 had been much concerned with recovery of the Parish after the Covid 19 pandemic and the resultant lockdown. 2024 was the year of the "new normal". It has become accepted that we now stand before the communion rail, rather than kneeling, as before. We have continued to receive the Sacrament by intinction, rather than by using shared chalices wiped with a linen purificator after each communicant received the consecrated wine. The Peace is now exchanged by worshippers remaining in their places and waving, rather than circulating and shaking hands. The remaining change brought about by the need to protect us in the recovery phase after the pandemic had done its worst, was choristers not processing at the commencement and ending of services. It did not take place at all during 2024, but has been reinstated shortly before the 2025 Annual Parochial Church Meeting.

The "twin track" style of worship is long in our past, and while not all aspects of our 10.30 a.m. main service appeal to all worshippers, experience has shown we offer something for everyone on Sunday mornings. We have been fortunate to obtain the services of a talented young musician, Inenna Odoemam, to play the keyboard at our services, accompanied by our talented Music Group. The P.C.C. agreed that after Easter 2024, the hitherto Thursday 11.00 a.m. Holy Communion service should take place on Wednesdays for purely administrative reasons, as local clergy meetings are often scheduled for Thursdays. It has made no difference to attendance at what is a beautiful and intimate service for those able to attend.

It is good that the numbers attending our main service have recovered, but the most serious issues preoccupying the P.C.C. have been recovering our financial position, and arrears of maintenance, both of which are, of course, interlinked. It is a hard economic fact that offerings by the Congregation fall far short of what is needed to finance the Church. Both Gift Aided donations and offerings made "on the plate" reduced significantly from 2022 to 2023. It is pleasing to record that this has been reversed in 2024, with an additional £2,500 being offered. Those who have responded to economic reality are to be thanked, but it is not enough to keep us solvent. We must all be aware that in these inflationary times our current rate of expenditure is not sustainable, and offerings need to be increased by us all. Reminders of our financial position need to be included in the weekly sheet handed to worshippers, and to explain our situation in more detail, permanent notices placed at the rear of the Church. "Going cashless" should not be an excuse, and during the year we investigated the possibility of acquiring a card reader. This has been frustrated by the wrong equipment having been supplied.

Our biggest annual expense is our contribution to the Common Fund levied on all parishes by the Diocese, according to their means, to pay clergy stipends and many other expenses. The figure which we pa\id was substantially reduced during and after the pandemic, when it was appreciated that the scope for receiving income was much reduced. We are now being expected to revert to a pre-Covid level, and were asked to pay £59,500 for 2025. This represented an increase of almost 50% over the £43,200 given in 2024, in turn far more than the £28,000 which we paid in 2023. The request was subsequently reduced to £50,000. Our Accountant has advised that even this sum will be difficult to achieve. We have the Community Centre as a major source of income, and during the year took steps to increase our income from Wembley Central Nursery School. The Financial Advisor from London Diocese, our Accountant and Vicar met to resolve the situation, one suggestion being that we outsourced Hall bookings to an agency. The P.C.C. felt that our existing system with a part time Administrator was likely to prove more cost effective.

Yet again, the structure of the Church is being undermined by movement of the subsoil, this time affecting the column by the lectern. Monitoring studs were put in place during June, and an arboricultural survey will be needed to assess the extent to which surrounding trees are extending their roots under the foundations, and taking water from the ground. Routine maintenance has meanwhile to be paid for, and desirable new projects have not always been carried out for

financial reasons. The Fire Risk Assessment undertaken in 2023 recommended that the curtains in the Choir Vestry should be treated with fire resistant material, which would also be an opportunity to treat them to long overdue cleaning. Refurbishing our notice boards has also been put on hold, though they present a poor image of St. John's. The South facing one on the Harrow Road has become opaque and hard to read through exposure to sunlight, the one by the main entrance has been vandalised and the post mounted board has been removed.

A Freedom of Information request by the pressure group Countryside Alliance revealed that an average of eight crimes per day had been committed in churches between January 2022 and December 2024. Not all the 45 police forces contacted responded, including our own Metropolitan Police, so the true figure is likely to be higher. This mostly related to theft and vandalism, but included arson and satanic rituals. If a listed building like St. John's is affected, traditional replacement materials must be used, adding further to the cost. Early in 2024, we suffered damage to a window in the Memorial Chapel, which has been covered by insurance. We are indebted to Leslie Bevis-Smith for all his efforts in making the claim and arranging for Lincolnshire Stained Glass Studio to effect a repair. More recently, the door of the Choir Vestry has been damaged in a failed attempt to break in. Incidents of this character make it vital that our insurance is up to date and that we comply with all its terms. One of these is the marking of metal on the roof with Smartwater, a proprietory security product, the manufacturers of which have recently changed hands. After strenuous efforts by the Vicar and Secretary, a firm qualified to install it on the roof was located, and they promise to be a useful firm to work for us in future.

We can, as a congregation, do much to keep St. John's and its churchyard clean and presentable, but could do more. The team which cleans the Church every Friday needs more pairs of hands, an ideal way to serve the Lord by anyone in the "Active Retired" category. A major litter picking and tidying exercise was undertaken around the War Memorial before last Remembrance Sunday, and it was good that more young and fit members of the Congregation participated. The next exercise to be undertaken by a working party must be clearing the locked area North of the Church, and removing ivy which has colonised the West wall. Clearing the route from the Clergy Vestry external door to the two gates in the fence has a degree of priority as it is a fire escape route, and Spring growth is steadily making it impassible.

Independent Examiner's Report

to the PCC of St John, the Evangelist Church, Crawford Avenue, Wembley.

This report on the financial statements of the Parochial Church Council (PCC) for the year ended 31 December 2024, as set out, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and sections 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for preparing and producing the financial statements. You consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue the independent examiner's report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Acts and are to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

1. Which gives me reasonable cause to believe that in any material respect the requirements

a) To keep accounting records in accordance with section 41 of the Act; and

b) To prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations

Have not been met; or

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

Recommendation:

None.

Signed: Princess Christian-Iwuagwu Date: 02/05/2025

Print Name: Mrs Princess Christian-Iwuagwu

Qualifications: FCCA, CIPFA, MSc, BSc (Hons), Dip Theo, ICAN

Address: The Vicarage, 43A Village Road, Bush Hill Park, Enfield EN1 2ET

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Statement of financial activities for the year ended 31 December 2024

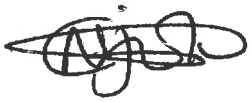
	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Incoming resources					
Voluntary receipts	2a	40,110	0	40,110	37,552
Church statutory fees	2b	1,399	0	1,399	1,748
Church letting	2c	111,794	0	111,794	92,994
Grant	2d	0	0	0	5,507
Total receipts		153,303	0	153,303	137,801
Less resources expended					
Church activities	3a	123,550	0	123,550	146,705
Governance costs	3b	2,795	0	2,795	4,182
Total payments		126,345	0	126,345	150,887
Net income before depreciation		26,958	0	26,958	(13,086)
Less depreciation		0	4,000	4,000	6,664
Net income after depreciation		26,958	(4,000)	22,958	(19,750)
Other receipts					
Interest receivable	4	0	0	0	135
Income from investment	5	0	4,130	4,130	4,630
Net excess of income over expenditure		26,958	130	27,088	(14,985)

Statement of financial position as at 31st December 2024

		2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible fixed assets	6		348,000		352,000
Current assets					
Debtors	7	18,475		14,416	
Cash at bank and short term deposits					
Lloyd bank current accounts		114,898		103,938	
CBF Church of England deposit fund	8	109,644		105,514	
		224,542		209,452	
Total current assets		243,017		223,868	
Current liabilities					
Less creditors due within one year	9	(5,286)		(17,225)	
Net current assets			237,731		206,643
Total assets less current liabilities	10		585,731		558,643
Fund details					
Unrestricted	11		209,959		183,001
Restricted	12		365,868		365,738
Endowment	13		9,904		9,904
Total Parish Funds			585,731		558,643

The attached notes form part of these financial statements

Approved by the PCC on and signed on their behalf by



The Rev'd Chinenye Ngozi Njoku (Chairperson)

Notes

1 Accounting policies

The financial statement have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, the Charities Act 2011, 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 (FRS102).

Funds

Unrestricted funds represent the funds of the PCC that are available for general application purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body or those that are informal gatherings of church members.

Restricted funds represent the funds of the PCC that are donated for the application of specific purpose.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivables under Gift Aid is recognised only when received. Grant and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amounts due are quantifiable and their ultimate receipts by the PCC is reasonable certain. Funds raised by fairs and similar events and the sales of books and magazines from the church bookstall are accounted for gross. Income tax recoverable and all other income resources are recognised when it is receivable and accounted for gross.

Income from investments

Interest entitlements are accounted for as they accrue.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.
Expenditure is generally recognised when it is incurred and accounted for gross.

Activities directly relating to the work of the Church

The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December 2024 is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditors in the Balance Sheet.

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by section 10 of the Charities Act 2011.

Depreciation is recognised so as to write off the value of the assets on a straight line basis over the expected useful economic life as follows:

Church hall: - over 100 years
Fixture, fittings and equipment: - over 4 years

Individual items of fixtures, fittings and equipment with a purchase price of less than £1,250 are written off when the individual assets are acquired.

Current assets

Amounts owing to the PCC at 31 December 2024 is respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.
Short term deposits including cash held on deposit either with the CBF Church of England Funds or at the bank.

		Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
	Incoming resources				
2a	Voluntary receipts				
	Gift aid donations	15,566		15,566	14,595
	Collection open plate	4,369		4,369	4,454
	Tax recoverable	3,891		3,891	4,423
	Sundry donations	16,284		16,284	14,080
		40,110	0	40,110	37,552
2b	Church statutory fees				
	Funeral, wedding and other services	1,399	0	1,399	1,748
2c	Lettings receipt				
	Hall letting income	111,794	0	111,794	92,994
2d	Grant				
	Grant receipts	0	0	0	5,507
	Total incoming resources	153,303	0	153,303	137,801
	Resources expended				
3a	Church activities				
	Missionary and charitable giving	2,565		2,565	2,279
	Ministry: London Diocesan Fund	40,944		40,944	26,900
	Other ministry costs	180		180	135
	Musicians and music	1,670		1,670	670
	Organ repair and maintenance	0		0	210
	Repair and maintenance	150		150	10,431
	Utilities	9,925		9,925	14,806
	Insurance	4,134		4,134	4,087
	Music licence	933		933	871
	Bank charges	269		269	283
	Security and safety	1,306		1,306	1,872
	Supplies and sundry expenses	3,670		3,670	5,458
	Cleaning	550		550	0
	Church hall expenses				
	Salary, NI and pension	14,501		14,501	12,902
	Stationary, printing and postage	1,656		1,656	1,527
	Telephone and internet	2,307		2,307	1,850
	Caretaker	4,000		4,000	3,272
	Cleaning	9,738		9,738	6,845
	Utilities	(2,464)		(2,464)	22,247
	Insurance	1,879		1,879	2,091
	Repair and maintenance	8,240		8,240	13,453
	Security and safety	5,931		5,931	5,685
	Supplies and sundry expenses	4,058		4,058	2,381
	Waste and refuse	5,621		5,621	4,807
	Equipment rental	1,787		1,787	1,643
		123,550	0	123,550	146,705
	Total hall letting income	111,794	0	111,794	92,994
	Total hall expenses	57,254	0	57,254	78,703
	Hall letting gains	54,540	0	54,540	14,291

		Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
3b	Governance costs				
	Legal and professionals	0		0	(408)
	Accountancy fees	2,675		2,675	4,500
	Payroll costs	120		120	90
		2,795	0	2,795	4,182
	Total resources expended	126,345	0	126,345	150,887
	Other receipts				
4	Interest receivable				
	Interest - HMRC	0	0	0	135
		0	0	0	135
5	Income from investments				
	CBF Church of England deposit fund	0	4,130	4,130	4,630
		0	4,130	4,130	4,630

6 Fixed assets

Tangible fixed assets

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
	Church Furniture & Equipment	Church Hall	
Cost			
At 1st January	45,693	400,000	445,693
Addition and/or revaluation	0	0	0
At 31st December	45,693	400,000	445,693
Depreciation			
At 1st January	45,693	48,000	93,693
Charge for the year	0	4,000	4,000
At 31st December	45,693	52,000	97,693
Net book value			
At 31st December 2023	0	352,000	352,000
A 31st December 2024	0	348,000	348,000

The expenditure in respect of St John's Community Centre has been capitalised and treated as restricted because the contribution made by The Incorporated Trustees of Workman's Hall in 2010 was on the basis that on the completion of the Community Centre, an underlease would be granted by Asra Greater London Housing Association Limited to the London Diocesan Fund (as trustee of the Parochial Church Council of Ecclesiastical Parish of St. John, Wembley) for a term of 125 years from December 2009.

	2024 £	2023 £
7 Debtors		
Tax recoverable (Gift aid)	7,540	3,649
Church insurance	345	343
CCLI licence	891	852
Church security costs	827	807
Church hall insurance	1,601	1,558
Church hall safety and security	1,145	1,081
Church hall rental	144	144
Power generation (Feed in Tariff) income accrued	5,982	5,982
	18,475	14,416
8 CBF Church deposit fund receipt		
Balance 1st January	105,514	100,885
Interest receivable	4,130	4,629
Balance 31st December	109,644	105,514
9 Current Liabilities: amounts falling due within one year		
Church bank charge	150	0
Church general expenses		
Church hall utilities	0	11,850
Church hall cleaning	869	261
Church hall caretaker costs	400	700
Church hall salary	422	1,006
Church hall repair and maintenance	350	58
Church hall safety and security	0	460
Church hall waste collection	300	300
Payroll costs	120	90
Accountancy fees	2,675	2,500
	5,286	17,225

10 Analysis of net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Fixed Assets				
Tangible fixed assets				
Church furniture and equipment	0	0	0	0
Church hall	0	348,000	0	348,000
	0	348,000	0	348,000
Current Assets				
Designated Funds				
Structural repairs and long term maintenance of the community centre and for the community action	66,122			66,122
General Funds	149,123	17,868	9,904	176,895
	215,245	17,868	9,904	243,017
Current Liabilities				
General Funds	(5,286)	0	0	(5,286)
	209,959	365,868	9,904	585,731

Fund details

	1st Jan 2024 £	Excess income over (expense) £	Transfers £	31st Jan 2024 £
11 **Unrestricted Funds**				
Structural repairs and long term maintenance of the community centre and for the community action	72,672	(6,550)	0	66,122
General fund	110,329	33,508	0	143,837
	183,001	26,958	0	209,959
12 **Restricted Funds**				
Woolley Trust Fund	6,688	4,130	0	10,818
Sudbury, Wembley, Aplerton Youth project	7,050	0	0	7,050
Community Hall	352,000	(4,000)	0	348,000
	365,738	130	0	365,868
13 **Endowment funds**				
Woolley Trust Fund	9,904	0	0	9,904
	9,904	0	0	9,904
Total Parish Funds	558,643	27,088	0	585,731

The restricted funds comprise the dividends and interest of £10,818 received from the Woolley Trust Funds, restricted donations of £7,050 and £400,000 from the Workmen's Hall Trust (registered charity number 210454) less accumulated depreciation.

The endowment fund comprises the Woolley Trust Fund.

St. JOHN THE EVANGELIST, WEMBLEY,

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING,

HELD ON SUNDAY APRIL 21st 2024,

PRECEDED BY THE ANNUAL PARISH MEETING.

Forty two church members, were present for the A.P.M., and the A.P.C.M.

No apologies for absence were received. A medical condition prevented Nkiru Egbochuku from attending the Meetings in person, but she was able to observe *via* Zoom.

ANNUAL PARISH MEETING

Proceedings commenced with the Secretary reading the notice convening the Meeting, after which the Vicar reflected on the joys and sorrows of the past year, especially congratulating Mason and Leda Yousif on their wedding. There had also been members of the Congregation, who joined the ranks of the faithful departed during the year, and held in the memories of those present.

ELECTION OF CHURCHWARDENS: Nkiru Egbochuku had given notice in advance of the A.P.M. that she did not to stand for re-election. Dipath Muwonge, having been a Deputy Warden for two years, and completed a year as Churchwarden, and now wished to stand down for personal reasons. George Onyemekara was nominated as Churchwarden by Toks Ajayi, and seconded by Ifioma Arinze. Uchechi Alioha was nominated as Churchwarden by The Rev'd Ngozi Njoku and seconded by Helen Bagiere. No other candidates came forward, so they were both duly elected

Nkiru Egbochuku had been elected as Churchwarden no less than 14 times, with sabbaticals, including ensuring the smooth running of the Parish during the Interregum, and tribute was paid to her remarkable service. Dipath Muwonge was also thanked for the efficient execution of his warden's duties. The meeting was then closed.

ANNUAL PAROCHIAL CHURCH MEETING

The notice convening the meeting was read by Robert Barker, the P.C.C. Secretary, at the end of the Annual Parish Meeting.

ACCEPTANCE OF 2022 MINUTES

The minutes of the 2023 A.P.M. and A.P.C.M. could not be considered or accepted as the annual report had only been circulated on the morning of the Meetings.

ELECTION OF LAY REPRESENTATIVES TO THE P.C.C.

Two elected lay members of the P.C.C., Leslie Bevis-Smith and Rita Chiamonwu, were due to retire by rotation, having served their statutory three year term. Before the Meeting, Leslie Bevis-Smith had been proposed for re-election by Robert Barker and seconded by Carole Bevis-Smith. Rita Chiamonwu had been proposed for re-election by Obiorah Nwanonye, and seconded by Ifioma Arinze. Both were duly elected. Shauna Clarke was offered the opportunity to rejoin to the P.C.C., but having served already two terms, she did not wish to return. Martina "Tina" Vernon and Monica Hinds were both proposed as new P.C.C. members by the Vicar. Having consented verbally, they were seconded by Hermine Barry-Clarke and Catherine Miller-Baldwin respectively, and duly elected. Before her recent incapacity, Nkiru Egbochuku had informally expressed to the Secretary a wish to become an elected lay member of the P.C.C. on her retirement as Churchwarden, and a place was left vacant, allowing her to be co-opted at a future meeting.

ELECTION OF SIDESMEN AND SIDESWOMEN

Currently the only active sideswomen are Dr. Joan Telford and Kayleigh Telford. In their absence, they were invited to continue in post. No volunteers came forward to assist when they are unable to be present.

ELECTORAL ROLL REPORT

Toks Ajayi, the Electoral Roll Officer, presented his report, and a copy was given to the Secretary, Robert Barker. In 2022, the roll stood at 110, and in 2023 it contained 116 names. . In the last twelve months, three names have been added, but deletions had reduced it to 101. If the roll falls below 100, the number of lay P.C.C. members must be reduced. A *de novo* roll is due to be compiled next year.

REPORT ON THE PROCEEDINGS OF THE PAROCHIAL CHURCH COUNCIL

The Secretary, Robert Barker, was not called upon to summarise or answer questions upon the Review of the Year 2023, which parishioners had not had time to read and consider.

FINANCIAL REPORT & ACCOUNTS OF THE P.C.C. FOR THE YEAR ENDED DECEMBER 2023

The Treasurer, Ifioma Arinze, began by thanking all those members of the Congregation who have continued to make financial offerings to St. John's, and especially those who have been able to give more at a time when the cost of living is increasing. She reminded the meeting that a major source of our income comes from letting the Community Centre both on a regular and occasional basis. If Church members were able to promote our meeting rooms to their friends and neighbours, it would be to the advantage of St. John's.

Leslie Bevis-Smith noted that the income from lettings appears in the financial statements as £92,994 for 2023, and was not broken down. He asked what was the portion of this income received from both Wembley Central Nursery School and Gujarati Christian Fellowship U.K.? A full answer would be made available at the next P.C.C. meeting, but G.C.F.U.K. paid £444 per calendar month throughout 2023, with them paying their own insurance premiums. Their rent will be increased from April 2024.

REPORT ON THE FABRIC AND ORNAMENTS

The Churchwardens mentioned briefly that there had been structural movement of the South East corner of the Church, behind the lectern, and the undercroft of the organ chamber. Leslie Bevis-Smith, on behalf of the Building Committee, was asked to explain further. Parts of the structure adjacent to an area which has already been underpinned is now sinking. The Committee has been aware that there has been a problem for some time, but it has recently worsened. Monitoring of cracks in the walls needs to begin well before the ground dries out in the Summer months, and he asked that it is given priority as an agenda item at the next P.C.C. meeting.

Robert Barker thought that it was time to refresh and update our notice boards. The one on the High Road still claims that we worship at 9.30 a.m., 11.00 a.m. and 6.00 p.m. It was agreed they present a poor image, and a cost effective way of updating them is being investigated.

DEANERY SYNOD

Carole Bevis-Smith, a St. John's representative on the Synod, pointed out that its prime function is to enable Brent's churches to know what is taking place in other parishes, and how they might learn from them, as well as to promote trends in the wider Anglican Communion.

APPOINTMENT OF THE INDEPENDENT EXAMINER

This was the first year when Mrs. Princess Christian-Iwuagwu had undertaken Independent Examination of our accounts. This had been undertaken competently and completed by the end of February. It was felt that some of the work undertaken by our previous Examiner had been more appropriate to a full audit, and with a price to match. It was proposed by Robert Barker, seconded by Leslie Bevis-Smith, and agreed unanimously that Mrs. Princess Christian-Iwuagwu be reappointed.

MATTERS ARISING FROM OTHER REPORTS

AS THOSE PRESENT HAD NO OPPORTUNITY TO READ THE REPORTS IN DETAIL BEFORE THE MEETING, THEY WERE INVITED TO SEND ANY QUESTIONS TO THE REV'D NGOZI NJOKU OR ROBERT BARKER BEFORE THE NEXT P.C.C. MEETING.

MATTERS OF PAROCHIAL INTEREST

At the 2023 A.P.C.M., the precautions against the spread of Covid 19 were revised, and a year later, the time has come to abandon them altogether. The Congregation were happy to continue exchanging the Peace by remaining in their places and waving, and the Vicar felt it appropriate to bring the collection forward to be taken during the Peace.

She also wished more to involve the children who worship at to St. John's to participate in services, laying the foundation of the next generation of practising Christians. Specifically she proposed that the elements are carried to the altar at Holy Communion services by children. Until the Covid pandemic, wine was distributed by a shared chalice, and those present were given the opportunity to decide whether or not to reinstate it. It was felt appropriate to continue with intinction. No decision was taken as to whether or not kneeling at the altar rail for those who are able, should be an option.

The midweek service of Holy Communion, which hitherto had taken place on Thursdays will in future be celebrated on Wednesdays at 11.00 a.m.

The end of the pandemic makes it possible to reinstate a range of outreach and social activities. In the past we had hosted SWAY (Sudbury, Wembley & Alperton Youth), an inter-denominational exercise in "soft evangelism" to ensure that young people did not lose touch with the Christian faith. Catherine Miller-Baldwin hoped to reinstate the Saturday morning breakfasts, and the possibility was also considered of offering appropriate health advice.

VICAR'S REPORT

The Rev'd Ngozi Njoku began by relating that the inspiration for her ministry came from influences as diverse as the prophet Nehemiah and C.S.Lewis. The parish to which she has come is, she has found, "Firmly grounded in Scripture and the Spirit of God", and blessed with members able to communicate the Message through their preaching. She also expressed her thanks for all who serve the St. John's community in any way, not least the Cleaning Team, the only thing wrong with which is that it needs more members. (Offers of help invited.)

The Vicar's vision for going forward remains

i) To be seen as a prayerful Church
ii) Preparing ourselves and the wider community to become more confident disciples through our worship, Bible study, evangelism and outreach.
iii) To become a more compassionate community through acceptance of our diversity and charitable work.
iv) To be proactive in looking after God's creation.

The meeting concluded with the sung Doxology at 1.15 p.m.

COMMUNITY CENTRE JOINT MANAGING COMMITTEE.

Unlike other committees of the P.C.C., this body has shared membership with another local registered charity, and its own legal existence. The Workmen's Hall Trust (Wembley), like St. John's Church, was founded by local philanthropists Frances and Anne Copland. From their inception, the two bodies have worked closely together, and currently the P.C.C. and Trust share the same Secretary. The Joint Committee is legally constituted to comprise four representatives of the Church, including the Incumbent, *ex officio,* Carole Bevis-Smith, and Catherine Miller-Baldwin, plus two members of the Trust.

Offerings by the congregation do not cover the running costs of St. John's Church; clergy stipend, building maintenance, heating and many other expenses. The Centre exists both to provide a social facility open to the wider community, and to subsidise the Parish Church. Three income streams are generated by the Community Centre, use of the Main Hall from Monday to Friday by Wembley Central Nursery School, hire of the smaller rooms on a regular once a week basis, and casual hire for private functions. Issues relating to the lease issued to the Wembley Central Nursery School have been resolved early in 2024, and this will be an assured income stream for three years. The Proprietrix has drawn to our attention the deteriorating condition of the floor surface in the Main Hall, which remains to be addressed. The Committee has already decided that the markings for Badminton, a game never played since the Centre was built, will not be reinstated when the floor is refurbished.

Late in 2023, a Fire Risk Assessment was undertaken in the Centre which was paid for by the Workmen's Hall Trust. Some anomalies in it were identified by Leslie Bevis-Smith, as a result of which it was not finalised until early in the New Year. Materials, including highly flammable materials were found stored in the Plant Room, a practice since prohibited. The area beneath the staircase was being used for storage, with a potential for fire risk. At a recent meeting, the P.C.C. examined the possibility of the area being boxed in using sheet metal, but accepted that this would be impracticable and unsightly.

The Workmen's Hall Trustees offered to fund the construction of a storage facility outside the main building, but nothing had been done about this major project by the end of the year. The Trustees also offered to buy an Evacuation Chair for the staircase, but we did not go ahead as models on the market were unsuitable for use by untrained personnel.

On December 10th 2024, a combined meeting took place between the Community Centre Joint Committee and the Buildings Committee, in response to a discussion paper concerning outstanding works submitted to the P.C.C. by Leslie Bevis-Smith. Of particular relevance to the C.C.Jt.C., were the degree security on the door of the Plant Room and the emergency exit gate from the Centre garden. The latter has to be designed bearing in mind that it must be of a height which makes it easily opened by adults but not small children, to comply with the recommendation of the Fire Risk Assessment. Conversely, it must not be capable of access by a potential intruder bent on violating a safe space. The agreed solution is a shoot bolt, secured by an FB padlock, the key being housed in a "Break Glass" container. There is also, within the Plant Room, a potentially dangerous situation on the control board, which incorrectly shows that the gas supply has been turned off. It came to light at the meeting that a current Electrical Safety Certificate had not been obtained by December, something which is a legal requirement and demanding urgent attention.

Reflection on My 2024–2025 Annual Report

Reflecting on the Heroes of World War II and the VE Day Poppy Exhibition
A tribute to sacrifice, resilience, and remembrance.

As I reflect on the period from 2024 into the present year, 2025, I do so with a sense of apprehension. Last year was incredibly challenging. It seemed that everyone I knew had lost a loved one—many to cancer and others by different means. This included my dear eldest sister, Victoria, who lived in the United States of America.

While grief is experienced differently by everyone, I cannot help but express my deep gratitude to all the Church members for your immense support. I am especially thankful for your understanding when I had to travel home to Nigeria during the Christmas season, entrusting Carole and the Church Wardens with ensuring everything at the parish continued to run smoothly.

I also take this opportunity to thank my esteemed colleagues, Revd Dr Joe Ajaefobi and Rev'd Gospel Iwuoha, for stepping in to preach and preside at the Eucharist during my absence.

Over the past week, I have been deeply moved while watching televised interviews and documentaries recounting the harrowing experiences of war veterans. Their testimonies continue to serve as powerful reminders of the unspeakable trials endured during World War II. These stories reflect an era defined by sacrifice, endurance, and the resilience of the human spirit.

As A.W. Tozer wrote in his book *The Pursuit of God*: *"When religion has said its last word, there is little that we need other than God Himself."* Many of us live out our faith in a way that could be described as "God and..." — God and a good job, God and good health. These desires are not wrong in themselves, but when they become demands, they reveal where our true trust lies.

So we must ask ourselves: *Is God sufficient in our lives?* In the midst of all that happens, is He enough? At the deepest point of human suffering, there is room for no one else but the Lord our God. With all my heart, I say: He **is** enough and He **is** sufficient — and I hope you are able to say the same.

Our Wednesday Bible Study, held weekly from 8:00 p.m. to 9:00 p.m. via Zoom, continues to be a source of spiritual growth and encouragement. I encourage everyone who is able to make time to join us. My prayer and desire for us all echoes the words of St. Paul: *"That I may know Him and the power of His resurrection"* (Philippians 3:10). This is not merely intellectual knowledge but a deep, personal experience of Christ's resurrection power at work in our lives.

Meanwhile, the 2024 activities at St. John's have continued as usual. The Noah's Ark toddler group, led by Carole, and the Memory Café, led by Catherine, remain visible bridges into our community. We also recognize the ongoing work of the Wembley Central Nursery, led by Nkiru, which stands as a beacon of support and care for young families in our area.

I've taken time to read our Secretary Robert Barker's comprehensive report. I want to thank him for his dedication to the PCC and to the life of this church. I join him in thanking each one

of you for your contributions to the life and ministry of St. John the Evangelist Parish Church, Wembley.

Rev'd Ngozi
Vicar of St John the Evangelist Wembley.

Deanery Synod/Anglicans in Brent Report

There were three meetings of Deanery Synod/AIB in 2024.

In January our meeting was held at **St Michael's Church, Tokyngton,** where our speaker Pauline Mc Calla, who is the Willesden Area representative for The Mother's Union (London Diocese), presented an overview of the work of the Mothers Union in supporting families, prisoners, and refugees in the Area.

In June we met at **St Michael and All Angels in Stonebridge** to reflect on church's stewardship of God's creation. Brent Council gave a presentation on the Council's *'Faith Climate Action Plan'* – their climate charter with faith and community groups and advised of other projects happening in Brent. St Gabriel's, Cricklewood also told us how they achieved their Bronze Eco Church Award, and how churches can make small changes to help the planet.

At October's meeting at **All Soul's Church**, Harlesden, Angela Colman, the Diocesan Safeguarding Officer for Willesden Area led us in a biblical reflection on safeguarding and spoke about how we can all make our churches a safe place for everyone. This was a great opportunity to think about safeguarding ahead of Safeguarding Sunday on 17th November.

Unless there is a particular aspect of Diocesan business that needs attention, Deanery Synod meetings are regarded as an opportunity for information sharing and lay training. Meetings are open to all, not just those elected, so please attend any that are of interest to you.

Our Area Dean is Rev'd Sophie Schuil-Brewer of Holy Innocent's Church, Kingsbury, and the Assistant Dean is Rev'd James Yates of St Gabriel's Church, Cricklewood. Sharon Dunbar of All Soul's Harlesden is the Lay Chair. The Deanery Synod representatives for St John's are Catherine Miller-Baldwin and Carole Bevis-Smith.

Carole Bevis-Smith

The Church Wardens Report 2025

In all things we give God the glory

We give God the glory for protection and guidance through the past year.

We wish to thank everybody for their continued support, patience, and contribution during the past year.

We say a big thank you to Revd. Cannon Ngozi Njoku as she continues to lead us as the Vicar of St John the Evangelist Church. We pray for success for her ministry in this parish.

Our members are increasing in number gradual but steady. Glory be to God.

Congratulations to the Music Group for the improved performance during our church services making the services livelier and more enjoyable. Thank you to Maka Ejehu and Ikenna Odemelam on the keyboard and Hendy Nicholls on the drums. Special thank you to Revd. Ngozi for this success. We say thank you to all the members of the choir and Leslie Bevis-Smith as the leader and on the organ for their contribution during Sunday services.

Our gratitude also goes to Mason and wife, Lada for their technical support with the projector every Sunday.

Fabrics and ornaments of the parish church:

The Parish ornaments are in good condition and safely stored away.

The PCC have yet to discuss and approve more CCTV cameras to the back of the church as this hidden area needs the coverage. Door ring CCTV was approved by PCC.

We need to change the lighting around the outside of the church to energy saving bulbs to help save energy as well as provide lighting to the area.

Incidents are still happening around the church ground people are still gathering around the church entrance and the hall entrance drinking, smoking and leaving their mess around even though the caretaker has left bins all around to prevent this.

There was an incident in the year where unknown people vandalised the external door of the choir vestry but could not gain entry into the church. More in the building report.

We say thank you to the caretaker Mr George Dede for cleaning and looking after the church ground and the hall and for all the work he does opening and closing the hall doors for people who use it.

The installation and decoration of the Lychgate which was since approved by the PCC is still waiting to be done. The Brent Council did say they will sponsor this project. This is still outstanding.

There has been movement in the organ area. More in the building report.

The Gujarati church is now using the church every Sunday. There have been a few incidents: breakage of the pew book rest, and some other minor damages. They have been cautioned hopefully they will be more careful and the leader to take control of the congregation.

The broken stained-glass door on the entrance door to the south aisle of the church still need to be fixed. We need quotes from stained glass companies for this. More will hopefully be in the building report.

The Community Centre:

The income from the hall has now picked with more and more bookings
We say thanks to the hall committee members, the caretaker/cleaner Mr George Dede and the Administrator Evelyn who over sees to the hall bookings and running of the centre.

Car Park

It was agreed by PCC to rent out the church car parking spaces, to raise funds for the church.

Appreciation:

We wish to appreciate all the members of St John the Evangelist Church Wembley parish for all their contribution and support.

Our gratitude goes to Carole Bevis-Smith for making sure that our worship/services are aired via Zoom for people who are not able to attend physically. We hope the quality and the whole media will be upgraded in future. Thanks to Carole also for leading and coordinating the Christmas/New year services in our vicar's absence. Our special thanks to the guest pastors, Gospel and Efeobi who also blessed us with their ministry during this time.

We would like to say thank you in particular to the following:

- the Admin Staff – Evelyn Appiah, The PCC secretary – Robert Barker, the treasurer Ifeoma Arinze, our independent examiner Mrs Princess Iwuagwu, the new accountant Hon Mrs Princess Christian Iwuagwu for working tirelessly to get the financial report ready for the APCM and for the Charity Commission.
- Gwen and her team – Lil, Helen and Ikenna who have regularly cleaned the church
- All the side persons –Toks, Joan, Kayleigh, Lada and others who have contributed to this welcoming frontline service.
- To Gwen and her team: Lil, Mary, Lada, Mason and others for the hospitality, making sure people have tea, coffee, biscuits and cake before leaving. Special thank you to Gwen for provision of cakes and Helen for the biscuits.
- To Toks Ajayi for overseeing the electoral roll register which is an essential part of church records, the lent purse and the charities supported by the Parish.
- Rita Chiamonwu, Ruth Oghenekaro for counting our offerings and contributions each week and Evelyn Appiah for banking our money

- Shibu for looking after our gift aid claims and organising the gift aid envelopes.
- All the Sunday school teachers for the good work they are doing with our children especially Simbo Ajayi the lead.
- Special thank you to our Caretaker and cleaner – Mr George Dede. He maintains the cleaning of the Community centre, its surroundings and the church grounds. His dedication is well appreciated.
- A big welcome to new members who have joined us in within the last year. God will continue to guide and protect us all and bless His ministry

The club:

Thanks to Catherine, Len and their team for the memory cafe which is now operating on another level still providing food for the homeless in our community. We appreciate the new initiatives.

Thursday Services and Wednesday holy communion services and Bible Studies

Thanks to Revd. Ngozi Njoku for keeping these services/Bible study going.

We would like to appreciate our Licensed Lay Minister Carole Bevis-Smith, our commissioned Lay Minister Simbo Ajayi, our Pastoral Assistant Catherine Miller-Baldwin, and all our service leaders for leading our Sunday services. Thanks also to those who help out with communion.

Congregation

Special thank you to all the members of St John the Evangelist Church Wembley. We appreciate all of you and together we will keep worshipping and spreading the Gospel knowing that God is with us everywhere we go. Glory be to God.

George and Uche

Church wardens

St John the Evangelist Church, Wembley

BUILDINGS REPORT 05.05.025 amended 26.5.025 highlights deleted

Leslie Bevis-Smith for the PCC/Building Committee

IMPORTANT PRELIMINARY NOTE:
It is recommended that readers refer to previous years Reports for background information to enable this document to be kept as brief as possible. ***This document advises of the current position AS OF THE DATE ABOVE, not the end of 2024.***

1.CHURCH GROUNDS

1.2 As previously noted, it is essential that the ESCAPE ROUTES from the north (Porch) & north-east (Vestry) doors are cleared, levelled and cleared of all debris & regularly maintained in good order. This work is essential & has been noted before but is an item in the Fire Risk Report.
All must imagine the situation where an exit is blocked (for example – after dark at an evening event and all, including frail/elderly persons must be escorted out to safety.
1.2 The **fencing** looks dreadful where the black paint has failed.
1,3 Restoration works have to be carried to the **Lych Gate & High Road boundary** as previously advised.
1.4 The metal **'legal advice'** sign to the main pathway west access gate must be securely fitted (it could easily be targeted & stolen for scrap metal).
1.5 The **west perimeter gate** must be maintained in a closeable & lockable condition. During recent attempts to close & lock the gate, it was found that the lock would not engage due to movement of either the gate post, hinges or closure post, possibly due to subsidence: **This needs attention**
As this gate (although usually open) is on an escape route the code should be properly recorded by Vicar & Wardens and it is suggested be on an internal sign at each of the 3 west exit doors.
1.6 The **External Notice Boards** are seriously neglected. Although some permanent signing has been improved, the vandalised & weathered glazing(s) have not been replaced and are a ***poor advertisement*** for the church. The west 'post' signboard has not been replaced following its removal due to vandal damage for fixings safety reasons and still awaits attention. *The regular updating and proper use of the notice boards with magnet fixings are seriously neglected, and there seems to be some doubt as to who is supposed to look after them.*

2.CHURCH

2.1 The structural movement as previously noted continues to show at the SE corner & other places. The main indications are the progressive sinking of the pier adjacent to the lectern area, cracks in some internal walls, brickwork under the organ cracking and floor crack in front of the organ becoming more obvious. The movement between wall fixed parts of the organ and floor fixed items including wind ducting has illustrated this with wind leak requiring emergency repairs. As noted last year we remain concerned that debris from the cracks may fall on to pipes, windchests and organ mechanism.
Following revised & recommended action by our Architect & Engineers that 'tell-tale' markers are fixed, monthly checks are properly recorded over a period of at least a year as from June 2024 (LBS).
Whilst it is likely that the London Clay is an issue, tree roots sucking up moisture from the ground is likely to be significant, and the professional team strongly advise that we should seek advice from an arboriculturist in the first instance.
The Local Authority maintain the trees. A tree plan has been sent to the Engineers but up to date there has been no comment. *This item needs to be followed up (LBS/RB).*

2.2 Rainwater disposal is vital from all roof gulleys, gutters and ground level gulleys which must be kept clear and covered wherever possible. The gutters between each main roof are particularly vulnerable, and ideally interim checks should be made where the valleys drain into the downpipes.
2.3 Damp patches in some walls have been noted (especially adjacent to vestry/lounge door and S wall of organ chamber) and be kept under observation.
2.4 Security (a) An issue noted last year at the toilet window which has not been addressed as requested (NB some years ago someone got in through a small window such as this). ***This needs action***.
2.5 Security (b) In January 024 there was an attempted break-in seriously damaging the lower part of a north-east chapel window. Progress on this issue has been very slow and is still ongoing:
2.5a The outside vestry/Lounge door has been seriously damaged. The Vicar has had a temporary panel installed in MDF, but the author has no idea of what is happening regarding this inadequate temporary repaid.
2.5a Unfortunately & arising from discussion with the **stained-glass specialist,** it seems that there is no **photographic record** of the stained-glass windows.
2.5b This has been put in hand by the author of this document.
2.6 A Fire Risk Assessment was commissioned to cover the entire site. Whilst the church situation is reasonable and being addressed, there was a criticism regarding the lack of Emergency Lighting, both inside & out. Following the specialist's advice, a battery torch has been clipped by/on the external doors, *for use only in an emergency. The wardens must check every 6 months at least.*
2.7 Pew damage has been caused during a period of rent of the church, and organisation of repair is currently in hand. However the proposed method appears to have failed, and the use of old/unused book rests is being contemplated. (LBS)

3.CHURCH COMMUNITY CENTRE
3.1 The required Fire Risk Assessment inspection revealed some issues of concern, including:
3.1a Door locks & locking procedures for the Nursery is unacceptable & must be changed:
3.1b The emergency escape from the Nursery open area was completely blocked and must be made fully workable: Due to the writer being unable to inspect, the situation is unclear.
3.1c Storage under the stairs & in the plant room is criticised and must be reviewed.
3.1d There is no record of safety checks and certificates for the electrical system. It appears that this may be in hand with the Vicar and a contractor with which the author of this document has no knowledge.
3.2 QUALIFICATION for this section. A number of works have been carried out under the direction of the Vicar which the writer has no detail or knowledge of and therefore cannot comment on or discuss.
3,3 The east end main entrance doors security & auto lock system failed rendering the building insecure. *Whilst this was resolved at least on a temporary basis, the author has noted that the self-closer to this door either needs adjustment or replacement to ensure the doors ALWAYS close.*

NB Whilst there are other items arising for the Church & Community Centre, the above are the significant issues.

ORGAN REPORT 09.05.2024

For information, the completion of the organ restoration is taking an extraordinary long time: *However substantial progress was made some weeks ago with the delivery & fixing of the new windchest for the choir organ 'Clarinet', and subsequently the return of its 49 pipes. The choir organ windchest is ready to receive it's set of 61 'Larigot' pipes, which will be finally voiced in situ, the electrical connections made, and the newly engraved stop knob fitted.* LBS

DOCUMENT ENDS LBS

Safeguarding Report for St John's the Evangelist Church, Wembley

Submitted to the Annual Parochial Church Meeting (APCM)

Greetings,

My name is Yetunde Coker, and I am writing to provide an update on the safeguarding measures being implemented at St John's the Evangelist Church in Wembley. We are committed to ensuring that our church remains a very safe place for all children and adults.

Introduction

In the past four years, St John's has not had a dedicated Pastoral Safeguarding Officer, which has resulted in several outstanding safeguarding issues that need to be addressed. However, we are determined to overcome these challenges and create a robust safeguarding framework for our community.

Current Safeguarding Initiatives

We have recently taken significant steps to enhance the safeguarding environment at St John's:

1. Engaging Workers

We have actively engaged all our church workers, including volunteers, staff, and clergy, to ensure they are aware of their safeguarding responsibilities. Training sessions and workshops will be conducted to educate them on the importance of safeguarding and the procedures they must follow.

2. Obtaining DBS Checks

We are in the process of obtaining Disclosure and Barring Service (DBS) checks for all individuals working with children and vulnerable adults. This is a critical step in ensuring that all personnel are appropriately vetted and that their backgrounds are thoroughly checked to guarantee the safety of our community members.

3. Safeguarding Posters

We have displayed safeguarding posters prominently throughout the church premises. These posters provide essential information on safeguarding policies, procedures, and contact details for reporting any concerns. They serve as a constant reminder to everyone about the importance of creating a safe environment.

4. Dedicated Safeguarding Phone Line – 07983 806566

A dedicated phone line for safeguarding issues has been established. This phone line is monitored by me which means I can respond promptly to any concerns or reports. It provides a direct and confidential way for individuals to seek help and report any safeguarding issues.

5. Safeguarding Email Address – safeguarding@stjohnwembley.org

In addition to the phone line, we have set up a separate email address dedicated to safeguarding matters. This email address is regularly monitored, and all communication is treated with the utmost confidentiality. It allows individuals to report concerns in writing and provides an alternative means of communication.

Future Plans

While we have made some progress, there is still much work to be done to ensure that St John's the Evangelist Church is a safe and welcoming environment for all. Our future plans include:

1. Continuous Training and Development

Ongoing training and development sessions will be conducted for all church workers to keep them informed about the latest safeguarding practices and to reinforce their understanding of their responsibilities.

2. Regular Audits and Reviews

We will conduct regular audits and reviews of our safeguarding policies and procedures to identify gaps and areas for improvement to ensure compliance with national safeguarding standards.

3. Building a Support Network

We aim to build a strong support network within the church community, encouraging open communication and mutual support. This network will provide a platform for individuals to share concerns and seek advice.

Conclusion

We are committed to creating a safe and nurturing environment at St John's the Evangelist Church in Wembley. While there are challenges to overcome, we are confident that with the continued support of our community and the implementation of robust safeguarding measures, we will achieve our goal.

Thank you for your attention to this important matter. We look forward to your continued support and collaboration in ensuring the safety and well-being of all members of our church community.

Sincerely,

Yetunde Coker

Sunday School and Young People's Report

Sunday School is a safe, welcoming, and engaging environment where children and young people come together to explore Scripture in a meaningful and relevant way. Our teaching and learning emphasis are on helping the children connect biblical truths to their everyday lives.

Due to several families relocating, our current attendance has decreased, and we now have six active children participating regularly. Despite the smaller numbers, each session remains vibrant and spiritually enriching.

Every class begins with the children leading in prayer, encouraging them to develop their own prayer lives. This is followed by a Bible lesson or theme aligned with the main Church lectionary, which allows for a cohesive learning experience between the Sunday School and the wider Church family. Lessons are sometimes enhanced with simple, themed songs or choruses that help reinforce the message as well as through independent activities such as quizzes, colouring, and word searches. These are all centred around the Bible passage of the day. Each session concludes with everyone joining to share the grace together.

Some of the key biblical topics we've explored include Jesus' baptism, His temptation, and various miracles He performed. The children also take an active role in the main Church service. They regularly read Scripture, lead prayers and worship, and occasionally serve as ushers. One of the highlights of our year was the children's Mother's Day prayers and poems, and the Nativity skit which were delivered with great enthusiasm and talent—evidence of God's Spirit at work in our young people.

We are especially thankful to Nadia, who has stepped in as a Sunday School helper from time to time.

We are deeply grateful to all members of the congregation for their ongoing support of our Sunday School ministry. A special thanks to our vicar, Rev Ngozi whose encouragement and inclusion of the children in Church services has helped nurture their confidence and spiritual growth. Finally, we give thanks to God for the dedication and commitment of our fellow Sunday School Teachers and Assistants, Carol, Morin, Maka and Favour. May He continue to bless and guide this vital ministry.

Simbo Ajayi

On behalf of Sunday School and Young St John's

Noah's Ark

St John's Pre-school Toddler Group

Noah's Ark is St John's outreach mission to pre-school children and their parents and carers in the community. We offer structured 'stay-and-play' sessions, 10.00am – 12 noon and 1.00 – 3.00pm on Thursdays during school term time. Noah's Ark has been part of St John's ministry for over 40 years and meets in the Evans Room of the Community Hall.

We operate with an open door/drop-in policy, so people come when they are able. Although the sessions are structured, there is plenty of opportunity for children to have fun without realising they are learning; using their fine motor skills during pretend play and their gross motor skills for the half hour before departure when the slides and sit-on rides come out. There is always a break between these activities for refreshments during story and song time. At this point we also celebrate birthdays, achievements of the children and catch up on family news and church activities. Unfortunately, we do not do as many craft activities as we used to, as there is enough to clear up after a session without picking playdough or glue out of the carpet. On the positive side of using the Evans Room, when the weather is good the balcony extends the play area, and everyone can enjoy the fresh air and outdoors safely. At these times there is the opportunity to have 'Messy Play' with sand and water trays. At the end of each term, we hold a Service followed by a 'Bring & Share' party.

Noah's Ark was one of the founder members of the Brent Parent and Toddler Network, which has since grown to be London-wide and supported by the Diocese. Before the pandemic there were 53 stay-and-play groups in Brent, but since lockdown and the end of the restrictions there are now only 15. So many babies and young children are now missing out on a vital part of their development, and parents and carers on the support they need. As a governor in a local primary school, I am aware that many children from this area enter nursery education with lower-than-average basic skills, which worsened due to the isolation and lack of social interaction of the pandemic. The service that St John's provides for the children and parents of our community through the playgroup is vital, and has helped 76 families over the past year

At Noah's Ark we try to be the extended family for those who have none and encourage parents to engage and play with their children, and through the activities we provide, help children progress with their physical, emotional and social development. The group reflects the multi-cultural nature of the community in Wembley and is very friendly and inclusive of all needs and abilities.

Carole Bevis-Smith

THE MEMORY CAFÉ AT SAINT JOHNS CHURCH
REPORT TO THE APCM SUNDAY 11TH MAY 2025

The Memory Café is a Community Project and supported by the Community Action on Dementia and Brent Health Matters. We are very grateful that the Church (PPC) has facilitated the Copland room, and over the years, the Memory Café has been going very well, and numbers are roughly 12 to 18 guests each week. Obviously, the numbers go down when guests have appointments or may forget their day due to their condition.

We provide Games quizzes, bingo, or guests can do any other activity they want as we provide a good stock of resources.

We provide access to Immigration advice, Referral to CAB and assistance for accessing food banks and money advice

We provide health checks, including blood pressure and diabetes advice. This is carried out here and any other café in the borough about every six weeks.

We invite other organisations to do presentations on other issues like, how to prevent scams, green doctor, who helps us with keeping our energy bills low. If need be, they contact our energy supplier on our behalf for installing gadgets that could help us monitor our energy usage.

As a network of cafes who are open on different days, we invite other cafes to our cafes for tea or games. Our funders allow a quarterly lunch at the Chalk hill Community Centre so that we meet up and enjoy a lovely lunch and activities like bingo and quizzes.

I have added a new activity to our group, and this is a knee up on the last Friday of the month, again, we invite other cafes, and we dance to 50'and 60s' music, and have hot food and lots of fun; join us if you are available.

We also celebrate every member's birthday with a cake and cards.

I am grateful to Lil who continues to help with dishes and cleanup even though she usually would have just finished her cleaning in the church. Bless her!

Myself as lead, I receive monthly training at the Ascension and we have just started a Lunch and Training Group with other churches, and the first one will be hosted by St Cuthberts. It's a good example to see that the priests take an interest in this important community work.

We at St John Memory Café covet your prayers and are grateful for the support from our Priest Rev Ngozi.

Thanks for reading this short Report.

Catherine

Café Lead

Treasurers Report for APCM – St John's the Evangelist 11th May 2025

Introduction and Appreciation

We begin by expressing sincere thanks to every member of our church family for their faithful financial giving this past year. Your generosity sustains the life and mission of our church and makes a real difference in our ability to serve our community.

Special thanks also go to those who volunteer behind the scenes—especially those who regularly count the offerings, and to our dedicated Administration Officer, **Evelyn**, for her continued diligence and service. Your time and commitment are deeply appreciated.

Giving Overview

We are pleased to report that **giving has increased** this year. This is a testimony to your commitment to the life and mission of our church. Thank you for responding faithfully and generously.

We also encourage those who give to consider **registering for Gift Aid**. If you are a UK taxpayer, Gift Aid allows the church to **reclaim 25p for every £1 you give**, at no extra cost to you. This is a significant way to help the church maximise every donation.

Expenditure Highlights

While giving has increased, so too have our expenses. For a detailed breakdown, please refer to the **Church Financial Accounts**, which are available for review.

One of the most notable increases has been our contribution to the **Diocesan Fund**:

- **2023:** £26,900
- **2024:** £40,944

This rise reflects our on-going commitment to support the wider work of the Diocese, and the increased costs associated with ministry and mission across the region.

Summary

In summary:

- We are grateful for your generosity—thank you.
- Giving has gone up—this is encouraging and much needed.
- Costs have also risen—especially our Diocesan contribution.
- Please consider **Gift Aid** to help your giving go further.
- Full accounts are available for anyone wishing to view the financial details more closely.

Together, let us continue to be good stewards of all that God has entrusted to us, as we build His kingdom here.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY.

England & Wales - Charity number 1140226

Accounts

St John Wembley 2023 Return of Parish Finance

Last year's values are shown alongside current year values in brackets. For checkbox and radio questions, options ticked last year will be shown as [x] while options ticked in the current year are shown as [✔]. Options ticked in both years are shown as [✔x]

Included Churches

Churches Included	**[X] St John Wembley**

Fresh Expressions of church included:

Names:	St John the Evangelist Wembley (Funerals)
Description	Evangelical (Funerals in church)

Incoming Resources

Receipts

Voluntary receipts	Unrestricted	Restricted
1 - Regular giving	(£17,501)	
3 - Collections at services	(£5,114)	
4 - All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	(£15,647)	
6 - Gift Aid recovered (regular giving and one-off donations)	(£3,760)	
7 - Legacies received (capital value)	(£5,436)	
8 - Grants (Include recurring and one-off)	(£24,150)	
TOTAL	£0	£0

Activities for Generating Funds	Unrestricted	Restricted
9 - Fundraising activities (gross proceeds)		

Investment income	Unrestricted	Restricted
10 - Dividends, interest, receipts from property etc.	(£48)	(£1,310)

Church Activities	Unrestricted	Restricted
11 - Fees retained byPCC (weddings, funerals etc.)	(£886)	
12 - Trading activities (gross proceeds), NOT fundraising	(£82,098)	

Other receipts	Unrestricted	Restricted
13 - Other receipts/income not already listed **PLEASE NOTE BRIEF DETAILS IN COMMENTS BOX IN SECTION E**		

Total Receipts/Income (from Financial Statements.)

Unrestricted	£0
Restricted	£0
Combined Total	£0

Regular Givers and Legacies

Regular Givers And Legacies

14 - Number of regular givers	(110)
16 - Number of new legacies received in year	(0)
For your information, weekly average total regular giving per total regular giver	

Resources Expended

Payments

- All expenditure from any fund which is under the control of the PCC needs to be accounted for on this form.
- Do NOT include money transferred out of one PCC fund into another.

Costs of generating funds	Unrestricted	Restricted
17 - Costs of fundraising activities		

Church Activities	Unrestricted	Restricted
18 - Mission giving and donations	(£140)	
19 - Diocesan parish share contribution	(£27,100)	
20 - Salaries, wages and honararia	(£12,651)	
21 - Clergy and staff expenses		

Church expenses	Unrestricted	Restricted
22 - Mission and evangelism costs		
23 - Church running expenses (*Including Governance*)	(£61,894)	
24 - Church utility bills	(£24,180)	

Church expenses	Unrestricted	Restricted
25 - Costs of trading		

Major capital expenditure	Unrestricted	Restricted
27 - Major repairs to the church building		(£4,000)
28 - Major repairs to church hall or other PCC property, including redecoration	(£3,307)	
29 - New building work to the church, church hall, clergy housing, or other PCC property		
SUB-TOTAL of all expenditure payments items above:	£0	£0

	Unrestricted	Restricted
99 - Other payments not already listed		

Total Payments/Expenditure (from Financial Statements)

Unrestricted	£0
Restricted	£0
Combined Total	£0

Cash and Investment Balances

30 - On which basis were your accounts prepared?	[ ] Receipts and Payments [ ] Accruals

Cash and Investment Balances

	Unrestricted	Restricted
31 - Cash and deposit balances (Receipts and Payments) OR Net Current Assets (Accruals) as at 31 December	(£102,425)	
32 - Investment assets as at 31st December	(£100,885)	

Looking back across 2023, was there any exceptional financial activity affecting movement on cash and investment balances?Please provide details in this box	((DS Note 1/9/23: U(31) 102425 Cash balance; U(32) 100885 Deposit balance (from FS (CC 1140226).))

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Statement of financial activities for the year ended 31 December 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Incoming resources					
Voluntary receipts	2a	37,552	0	37,552	46,758
Activities for generating funds	2b	0	0	0	700
Church statutory fees	2c	1,748	0	1,748	886
Church letting	2d	92,994	0	92,994	82,098
Grant	2e	5,507	0	5,507	24,150
Total receipts		137,801	0	137,801	154,592
Less resources expended					
Church activities	3a	146,705	0	146,705	124,920
Governance costs	3b	4,182	0	4,182	1,044
Total payments		150,887	0	150,887	125,964
Net income before depreciation		(13,086)	0	(13,086)	28,628
Less depreciation		2,664	4,000	6,664	7,307
Net income after depreciation		(15,750)	(4,000)	(19,750)	21,321
Other receipts					
Interest receivable	4	135	0	135	48
Income from investment	5	0	4,630	4,630	1,310
Net excess of income over expenditure		(15,615)	630	(14,985)	22,679

Statement of financial position as at 31st December 2023

		2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible fixed assets	6		352,000		358,664
Current assets					
Debtors	7	14,416		16,135	
Cash at bank and short term deposits					
Lloyd bank current accounts	8	103,938		102,425	
CBF Church of England deposit fund		105,514		100,885	
Total current assets		209,452		203,310	
		223,868		219,445	
Current liabilities					
Less creditors due within one year	9	(17,225)		(4,481)	
Net current assets			206,643		214,964
Total assets less current liabilities	10		558,643		573,628
Fund details					
Unrestricted	11		183,001		198,616
Restricted	12		365,738		365,108
Endowment	13		9,904		9,904
Total Parish Funds			558,643		573,628

The attached notes form part of these financial statements

Approved by the PCC on (xxxxx date xxxx) and signed on their behalf by

The Rev's Chinenya Ngozi Njoku (Chairperson)

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2023

Notes

1 Accounting policies

The financial statement have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, the Charities Act 2011, 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 (FRS102).

Funds

Unrestricted funds represent the funds of the PCC that are available for general application purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body or those that are informal gatherings of church members.

Restricted funds represent the funds of the PCC that are donated for the application of specific purpose.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivables under Gift Aid is recognised only when received. Grant and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amounts due are quantifiable and their ultimate receipts by the PCC is reasonable certain. Funds raised by fairs and similar events and the sales of books and magazines from the church bookstall are accounted for gross. Income tax recoverable and all other income resources are recognised when it is receivable and accounted for gross.

Income from investments

Interest entitlements are accounted for as they accrue.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.
Expenditure is generally recognised when it is incurred and accounted for gross.

Activities directly relating to the work of the Church

The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December 2023 is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditors in the Balance Sheet.

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by section 10 of the Charities Act 2011.

Depreciation is recognised so as to write off the value of the assets on a straight line basis over the expected useful economic life as follows:

Church hall: - over 100 years
Fixture, fittings and equipment: - over 4 years

Individual items of fixtures, fittings and equipment with a purchase price of less than £1,250 are written off when the individual assets are acquired.

Current assets

Amounts owing to the PCC at 31 December 2023 is respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.
Short term deposits including cash held on deposit either with the CBF Church of England Funds or at the bank.

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2023

		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
	Incoming resources				
2a	Voluntary receipts				
	Gift aid donations	14,595		14,595	17,501
	Collection open plate	4,454		4,454	5,114
	Tax recoverable	4,423		4,423	3,760
	Sundry donations	13,913		13,913	13,542
	Other donations - electricity	167		167	1,405
	Legacies	0		0	5,436
		37,552	0	37,552	46,758
2b	Activities for generating funds				
	Power generation	0		0	700
		0	0	0	700
2c	Church statutory fees				
	Funeral, wedding and other services	1,748	0	1,748	886
2d	Lettings receipt				
	Hall letting income	92,994	0	92,994	82,098
2e	Grant				
	Grant receipts	5,507		5,507	24,150
	Total incoming resources	137,801	0	137,801	154,592

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2023

		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
	Resources expended				
3a	Church activities				
	Missionary and charitable giving	2,279		2,279	140
	Ministry: London Diocesan Fund	26,900		26,900	27,100
	Other ministry costs	135		135	175
	Musicians and music	670		670	724
	Organ repair and maintenance	210		210	314
	Church and ground repairs	10,431		10,431	24,432
	Church utilities	26,453		26,453	11,521
	Church insurance	4,087		4,087	3,702
	Church music licence	871		871	827
	Bank charges	283		283	268
	Church security	1,872		1,872	771
	Church supplies and sundry expenses	5,458		5,458	3,938
	Church hall expenses				
	Salary, NI and pension	12,902		12,902	12,651
	Stationary, printing and postage	1,527		1,527	893
	Telephone and internet	1,850		1,850	1,740
	Caretaker	3,272		3,272	4,703
	Cleaning	6,845		6,845	6,038
	Utilities	10,600		10,600	11,901
	Insurance	2,091		2,091	2,066
	Repair and maintenance	13,513		13,513	1,514
	Security and safety	5,685		5,685	1,292
	Supplies and sundry expenses	2,381		2,381	2,622
	Waste and refuse	4,807		4,807	3,860
	Rental	1,584		1,584	1,728
		146,705	0	146,705	124,920
		146,705			124,920
3b	Governance costs				
	Legal and professionals	-408		-408	204
	Accountancy fees	4,500		4,500	750
	Payroll costs	90		90	90
		4,182	0	4,182	1,044
		4,182			1,044
	Total resources expended	150,887	0	150,887	125,964
	Other receipts				
4	Interest receivable				
	Interest - HMRC	135	0	135	48
		135	0	135	48
5	Income from investments				
	CBF Church of England deposit fund	0	4,630	4,630	1,310
		0	4,630	4,630	1,310

6 **Fixed assets**

Tangible fixed assets

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
	Church Furniture & Equipment	Church Hall	
Cost			
At 1st January	45,693	400,000	445,693
Addition and/or revaluation	0	0	0
At 31st December	45,693	400,000	445,693
Depreciation			
At 1st January	43,029	44,000	87,029
Charge for the year	2,664	4,000	6,664
At 31st December	45,693	48,000	93,693
Net book value			
At 31st December 2022	2,664	356,000	358,664
A 31st December 2023	0	352,000	352,000

The expenditure in respect of St John's Community Centre has been capitalised and treated as restricted because the contribution made by The Incorporated Trustees of Workman's Hall in 2010 was on the basis that on the completion of the Community Centre, an underlease would be granted by Asra Greater London Housing Association Limited to the London Diocesan Fund (as trustee of the Parochial Church Council of Ecclesiastical Parish of St. John, Wembley) for a term of 125 years from December 2009.

7 **Debtors**

	2023 £	2022 £
Tax recoverable (Gift aid)	3,649	4,392
Church insurance	343	312
CCLI licence	852	794
Church security costs	807	837
Church hall insurance	1,558	1,779
Church hall safety and security	1,081	2,039
Church hall rental	144	0
Power generation (Feed in Tariff) income accrued	5,982	5,982
	14,416	16,135

8 **CBF Church deposit fund receipt**

Balance 1st January	100,885	99,575
Interest receivable	4,629	1,310
Balance 31st December	105,514	100,885

9 **Current Liabilities: amounts falling due within one year**

Church utilities	0	150
Church general expenses	0	130
Church hall utilities	11,850	1,250
Church hall cleaning	261	954
Church hall caretaker costs	700	550
Church hall salary	1,006	152
Church hall telephone	0	107
Church hall repair and maintenance	58	0
Church hall safety and security	760	0
Legal and professional	0	408
Payroll costs	90	30
Accountancy fees	2,500	750
	17,225	4,481

10 Analysis of net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Fixed Assets				
Tangible fixed assets				
Church furniture and equipment	0	0	0	0
Church hall	0	352,000	0	352,000
	0	352,000	0	352,000
Current Assets				
Designated Funds				
Structural repairs and long term maintenance of the community centre and for the community action	72,672			72,672
General Funds	127,554	13,738	9,904	151,196
	200,226	13,738	9,904	223,868
Current Liabilities				
General Funds	(17,225)	0	0	(17,225)
	183,001	365,738	9,904	558,643

Fund details

	1st Jan 2023 £	Excess income over (expense) £	Transfers £	31st Jan 2023 £
11 Unrestricted Funds				
Structural repairs and long term maintenance of the community centre and for the community action	80,000	(7,328)	0	72,672
General fund	118,616	(8,287)	0	110,329
	198,616	(15,615)	0	183,001
12 Restricted Funds				
Woolley Trust Fund	2,058	4,630	0	6,688
Sudbury, Wembley, Alperton Youth project	7,050	0	0	7,050
Community Hall	356,000	(4,000)	0	352,000
	365,108	630	0	365,738
13 Endowment funds				
Woolley Trust Fund	9,904	0	0	9,904
	9,904	0	0	9,904
Total Parish Funds	573,628	(14,985)	0	558,643

The restricted funds comprise the dividends and interest of £6,688 received from the Woolley Trust Funds, restricted donations of £7,050 and the of £400,000 from the Workmen's Hall Trust (registered charity number 210454) less accumulated depreciation.

The endowment fund comprises the Woolley Trust Fund.

Independent Examiner's Report

to the PCC of St John, the Evangelist Church, Crawford Avenue, Wembley.

This report on the financial statements of the PCC for the year ended 31 December 2022, as set out, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and sections 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for preparing and producing the financial statements. You consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue the independent examiner's report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Acts and are to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council.

That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

1. Which gives me reasonable cause to believe that in any material respect the requirements

    a) To keep accounting records in accordance with section 41 of the Act; and

    b) To prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations

Have not been met; or

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

Signed: **Date:** 13/05/2023

Print Name: Mrs Princess Christian-Iwuagwu

Qualifications: FCCA, MSc, BSc (Hons), Dip Theo, ICAN

Address: The Vicarage, 43A Village Road, Bush Hill Park, Enfield EN1 2ET

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY.

England & Wales - Charity number 1140226

Accounts

ST.John The Evangelist Wembley Parish Church

REPORTS AND ACCOUNTS FOR 2022

CHARITY NUMBER 1140226

LIST OF CONTENT

ANNUAL REPORT AND FINANCIAL STATEMENT

NOTICE OF APM AND APCM
2022

MINUTES OF APM AND APCM HELD ON MAY 28 MAY 2022

PRIEST IN CHARGE
REPORT

BUILDING REPORT

HEALTH AND SAFETY
REPORT

SUNDAY SCHOOL REPORT

MEMORY CAFÉ REPORT

TREASURES REPORT

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF St. JOHN, WEMBLEY.

Annual Report for the year ended December 31st, 2022.

ADMINISTRATIVE INFORMATION

St. John's Church is situated in the Harrow Road, Wembley, close to the corner of Crawford Avenue. It is part of the Diocese of London, within the Church of England. The address for correspondence is The Vicarage, 3, Crawford Avenue, Wembley, Middlesex, HA0 2HX. The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley, is a charity registered with the Charity Commission, registration number 1140226.

The governing documents are the Parochial Church Council Powers Measure (1956), as amended, and the Church Representation Rules. The following trustees served as P.C.C. members in 2021.

Priest-in-Charge:	The Rev'd Chinenye Ngozi Njoku
Licensed Lay Minister (Reader):	Carole Bevis-Smith
Churchwardens:	Nkiru Egbochuku
.	Mabel Muwonge
Deanery Synod Representatives:	Carole Bevis-Smith
.	Catherine Miller-Baldwin
Elected Lay Members:	Adetokumbo "Toks"A. Ajayi (to May 29th)
	Robert Barker
	Leslie Bevis-Smith
	Rita Chiamonmu
	Shauna Clarke
	Paul Dembo
	Venessa George-Poyser (to May 29th)
	Leda Hadjigeorgiou (from May 29th)
	Obiorah E. Nwanonye
	Dipath Muwonge
	Chief Ayodele O.B. Oliyide (to May 29th)
	Dr. Joan Telford
	Ernest Ward

Ifeoma Arinze was co-opted to the P.C.C. on June 1st, and Toks Ajayi on August 4th 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of P.C.C. members is as set out in the Church Representation Rules. All adults who attend services are encouraged to register on the Electoral Roll, and stand for election to the P.C.C. The P.C.C. of a parish the size of St. John's, measured by having between 100 and 200 names on its electoral roll, may have twelve elected lay members. Members of the P.C.C. serve for a term of three years, and traditionally one third of the membership retires by rotation at each A.P.C.M. Robert Barker, Shauna Clarke, Paul Dembo and Ernie Ward are due to retire by rotation in 2023. Ernie Ward has expressed a wish not to offer himself re-election, having served on the P.C.C. since 1995. As the electoral roll is below 152, St. John's has two representatives on the Deanery Synod.

Ifioma Arinze was appointed Treasurer in August 2022. Robert Barker served as Secretary throughout the year. Carole Bevis-Smith was both our Safeguarding Officer, and Lead Checker for the Disclosure and Barring Service until August 2022, when Akuosa Brentuo took over. Simnbo Ajayi has continued to act as Children's Champion. Our Health & Safety Officer in 2022 was Dr. Joan Telford.

OBJECTS AND ACTIVITIES

St. John's P.C.C. has the responsibility of promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical in co-operation with the Incumbent (Priest-in-Charge). It also oversees the operation of St. John's Community Centre, which it shares with representatives of the Workmen's Hall Trust (Wembley) by means of a joint committee.

The P.C.C. met for seven business meetings and one special meeting to approve the accounts during 2022, with attendance ranging between 8 and 13, and an average of 10.5. Until May, because of the Covid 19 pandemic, meetings were held through the facility of Zoom.

REVIEW OF THE YEAR ENDED DECEMBER 31ST 2021

The year 2022 was the first since 2019 when St. John's, like all Anglican churches was able to offer worship within the church building for a full twelve months. At last year's A.P.C.M., and at P.C.C. meetings, the relaxing of strict precautions to halt the spread of Covid-19 has been considered. It has been thought prudent to wind down slowly and err on the side of caution. On February 6th, 2022, at a beautiful service to commemorate the Platinum Jubilee of Her late Majesty Queen Elizabeth II, a small group of senior members of the congregation received both elements of the Eucharist, by intinction, at the altar rail. This was later extended to all communicants, who now stand as a precaution against spreading infection. Masks and hand sanitiser continue to be offered to those who wish to avail themselves, and the sign of Peace remains a wave. St. John's took part in the national Platinum Jubilee celebrations with an open-

air lunch after worship on Sunday June 5th, shared with the Pentecostal church which meets in the Community Centre.

One effect of the Covid-19 pandemic has been the suspension of confirmation classes, bringing new members fully into the Church. At St. John's, classes began in October to prepare candidates for confirmation at a sung eucharist on February 26th 2023. This brought three young and three more mature candidates into our fold. The presiding bishop was The Rt. Rev'd Lusa Nsenga-Ngoy, Bishop of Willesden, who visited St. John's for the first time. Mothering Sunday 2022 was an opportunity to invigorate the Mothers' Union at St. John's, and enroll new members. Our Priest-in Charge has encouraged widespread participation in worship by permitted members of the laity; all existing permissions expired on December 31st 2021. A list of appropriate church members to lead services and assist in the distribution of Holy Communion, both in Church and to the housebound was compiled for submission to the Bishop of Willesden, at some time after his consecration in late February.

The Church of England finances itself by means of a Common Fund into which all parishes contribute according to their means. Our offer of £26,000 for 2022 was accepted by the London Diocesan Fund. This has been increased for the present year, but meeting the pledge, with increased costs of electricity and gas, will be a cause for concern. The appointment of an Independent Examiner was delegated to the P.C.C. at last year's A.P.C.M. While we have been satisfied with the work performed by Somers, Baker, Prince, Kurz L.L.P., their charge of over £4,000 per year seemed excessive in our financial circumstances. Mrs. Princess Christian-Iwuagwu, a Fellow of the Association of Certified Chartered Accountants, a member of the Church of England and known personally to our Priest-in-Charge, submitted a formal letter of engagement, and offered to examine our accounts for a fee of £2,000. Her appointment was unanimously approved by the P.C.C.

The reason for this concern with finance is one which has taken up a disproportionate amount of the P.C.C.'s time throughout 2022. In a sentence, the electric wiring in the Church was life expired and lacked a safety certificate, but the cost of rewiring threatened to deplete our finances to an unacceptable level. Should we have suffered an electrical fire, our insurers would not have paid out. For logistical reasons, the whole job needed to be done at the same time, and could not be split over two years, which might have been a false economy in these inflationary times. The work was completed and a Test Certificate issued early in 2023, and we are greatly indebted to Leslie Bevis-Smith for the time and professional knowledge he devoted to the project.

The previous major project, installation of security fences on the north side of the Church to prevent misuse of the area by undesirables, was completed by the beginning of April. This was almost entirely financed by grant funding from the Neighbourhood Community Infrastructure Levy, and the Harvist Trust. Sadly the undesirables responded by vandalising our noticeboards, which will not be replaced until the grudge is forgotten. Another project planned at the beginning of the year was the replacement of the one-time oaken gates on the lych gate, but power operated, to secure the church path at night. Our Architect undertook some preliminary work on this, but in view of our current financial plight, the project has been suspended indefinitely.

Offerings by the Congregation do not cover the costs of running the Parish Church, which is subsidised by income from our Community Centre. During the time of Covid, this income stream dried up. Though expenses such as insurance still accrued. When restrictions were lifted, arrears of maintenance had to be faced, and the downstairs kitchen required a deep clean, The solar panels on the roof had also become defective, but have been repaired early in 2023, bringing us some income. Sadly income from letting the halls has not yet returned to pre-pandemic levels.

Independent Examiner's Report

to the PCC of St John, the Evangelist Church, Crawford Avenue, Wembley.

This report on the financial statements of the PCC for the year ended 31 December 2022, as set out, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and sections 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for preparing and producing the financial statements. You consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue the independent examiner's report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Acts and are to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council.

That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

1. Which gives me reasonable cause to believe that in any material respect the requirements

    a) To keep accounting records in accordance with section 41 of the Act; and

    b) To prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations

Have not been met; or

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

Signed: **Date:** 13/05/2023

Print Name: Mrs Princess Christian-Iwuagwu

Qualifications: FCCA, MSc, BSc (Hons), Dip Theo, ICAN

Address: The Vicarage, 43A Village Road, Bush Hill Park, Enfield EN1 2ET

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Statement of financial activities for the year ended 31 December 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Incoming resources				
Voluntary receipts	2a	46,758	0	46,758
Activities for generating funds	2b	700	0	700
Church letting and fees	2c	82,984	0	82,984
Grant	2d	24,150	0	24,150
Total receipts		154,592	0	154,592
Resources expended				
Church activities	3a	124,920	0	124,920
Governance costs	3b	1,044	0	1,044
Total payments		125,964	0	125,964
Net income before depreciation		28,628	0	28,628
Less depreciation		3,307	4,000	7,307
Net income after depreciation		25,321	(4,000)	21,321
Other receipts				
Interest receivable	4	48	0	48
Income from investments	5	0	1,310	1,310
Net excess of income over expenditure		25,369	(2,690)	22,679

Statement of financial position as at 31st December 2022

		2022 £	2022 £	2021 £
Fixed assets				
Tangible fixed assets	6		358,664	
Current assets				
Debtor	7	16,136	0	28,349
Cash at bank and short term deposits				
Lloyd current accounts		102,425	0	69,280
CBF Church of England deposit fund	8	100,885	0	99,575
		203,310	0	168,855
Total current assets		219,445		197,204
Current liabilities				
Less creditors due within one year	9	(4,481)		(12,226)
Net current assets			214,964	
Total assets less current liabilities	10		573,628	

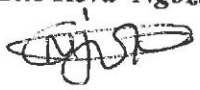
Fund details

Unrestricted fund	11	198,616
Restricted fund	12	365,108
Endowment fund	13	9,904
Total Parish Funds		573,628

The attached notes form part of these financial statements

Approved by the PCC on 18th May 2023 and signed on their behalf by

The Revd' Ngozi Njoku (Chairperson)



The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2022

Notes

1 Accounting policies

The financial statement have been prepared under the historical cost convention and with the Church Accounting Regulations 2006 governing the individual accounts of l Act 2011, the Statement of Recommended Practice: Accounting and Reporting by Cl their accounts in accordance with the Financial Reporting Standard applicable in the of Ireland (FRS102).

Funds

Unrestricted funds represent the funds of the PCC that are available for general appli The accounts include all transactions, assets and liabilities for which the PCC is resp They do not include the accounts of church groups that owe their affiliation to anothe those that are informal gatherings of church members.

Restricted funds represent the funds of the PCC that are donated for the application c

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned givin Gift Aid is recognised only when received. Grant and legacies to the PCC are accour PCC is notified of its legal entitlement, the amounts due are quantifiable and their ult PCC is reasonable certain. Funds raised by fairs and similar events and the sales of b from the church bookstall are accounted for gross. Income tax recoverable and all otl are recognised when it is receivable and accounted for gross.

Income from investments

Interest entitlements are accounted for as they accrue.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that awa obligation on the PCC.

Expenditure is generally recognised when it is incurred and accounted for gross.

Church fees	886		886
	82,984	0	82,984
2d Grant			
Grant receipt	24,150		24,150
Total incoming resources	154,592	0	154,592

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Resources expended			
3a Church activities			
Missionary and charitable giving	140		140
Ministry: London Diocesan Fund	27,100		27,100
Other ministry costs	175		175
Musicians and music	724		724
Organ repair and maintenance	314		314
Church and ground repairs	24,432		24,432
Church utilities	11,521		11,521
Church insurance	3,702		3,702
Church music licence	827		827
Bank charges	268		268
Church security and general expenses	4,709		4,709
Church hall expenses			
Administration	510		510
Salary, NI and pension	12,651		12,651
Stationary, printing and postage	2,621		2,621
Telephone and internet	1,740		1,740
Caretaker	4,703		4,703
Cleaning	6,038		6,038
Utilities	12,659		12,659
Insurance	2,066		2,066
Insurance claim	0		0
Security and maintenance	2,806		2,806
Supplies and sundry expenses	1,354		1,354
Waste	3,860		3,860
	124,920	0	124,920
	124,920		
3b Governance costs			
Legal and professionals	204		204

7 **Debtors**

Tax recoverable (Gift aid)	4,392	9,036
Church railings and boundary fence repairs prepaid	0	9,417
Church insurance	312	270
CCLI licences	794	755
Church security costs	837	438
Church hall insurance	1,780	1,710
Church hall running and maintenance costs	2,039	714
Power generation (Feed in Tariff) income accrued	5,982	6,009
	16,136	28,349

8 **CBF Church deposit fund receipt**

Balance 1st Jan	99,575	99,523
Interest received	1,310	52
Balance 31st Dec	100,885	99,575

9 **Current Liabilities: amount falling due within one year**

Church roof repairs	0	1,433
Church utilities	150	1,313
Church security costs	0	66
Church general expenses	130	0
Church hall running and maintenance costs	0	1,837
Church hall utilities	1,250	849
Church hall cleaning	954	414
Church hall caretaker costs	550	450
Church hall salary	152	184
Church hall telephone	107	146
Legal and professional	408	204
Payroll costs	30	30
Accountancy fees	750	4,200
Church hall refund of deposits	0	1,100
	4,481	12,226

10 **Analysis of Total Assets less Current Liabilities**

	Unrestricted Funds £	Restricted Funds £
Fixed Assets		
Tangible fixed assets		
Church furniture and equipment	2,664	0
Church hall		356,000
	2,664	356,000
Current Assets		
Designated Funds		
Structural repairs and long term maintenance of		

the community centre and for the community action	80,000	
General Funds	120,433	9,108
	200,433	9,108
Current Liabilities		
General Funds	(4,481)	0
	198,616	365,108

Fund details

	1st Jan 2022	Excess income over (expense)
	£	£
11 Unrestricted Funds		
Structural repairs and long term maintenance of the community centre and for the community action	80,000	0
General fund	93,246	25,369
	173,246	25,369
12 Restricted Funds		
Woolley Trust Fund	748	1,310
Sudbury, Wembley, Aplerton Youth project	7,050	0
Community Hall	360,000	(4,000)
	367,798	(2,690)
13 Endowment funds		
Woolley Trust Fund	9,904	0
	9,904	0
Total Parish Funds	550,949	22,679

The restricted funds comprise the dividends and interest of £2,058 received from the of £7,050 and the of £400,000 from the Workmen's Hall Trust (registered charity nur

The endowment fund comprises the Woolley Trust Fund.

Priest In- Charge Report

Welcome to the 2022 annual report for St John the Evangelist Parish Church Wembley.

I would like to thank all the members of the Parish Council and all parishioners here at St John's for your hard work in various ways you have dedicated your time over the past year. We exist as a charitable organisation, with all the accountability that should carry.

I praise God that 2022 was a year of consolidation following the pandemic, and my first full liturgical year of worship and festivals entirely unaffected by restrictions. Though, we here at St John's observe some sort of restrictions on our pews and during the administration of Holy Communion.

Since, three years after the pandemic, who would believe that we are now part of long-term change in the ways of doing ministry. We have become a "hybrid Church"; one congregation in the pews and another online, PCC are held in the same manner, while weekly Bible study has become online event. These means less travel at night and opens up opportunities for others to get involved. However, I am yet to see more people get involved in our Bible Study discussions, which happens to be enriching.

Last year, has brought changes in many ways, the Russian invasion of Ukraine which has affected food & energy prices. There is a global economic crisis and I pray that God will see us through.

We celebrated the Jubilee of Her late Majesty Queen Elizabeth II and to the Remembrance Sunday Civic Service. We have welcomed a new Bishop, Lusa to Wilsden Area, we also, of course, with deep sadness lost Her Majesty, hosting books of condolence for the wider community, leading the memorial service prior to the proclamation of the new King. So much has happened last year that I am almost emotional especially losing my cousin and best friend on the 4th of July. We continue to pray for those who have lost their loved ones in the last year. May the God of comfort be our delight in Jesus Name.

In July, we welcomed Bishop Lusa with a community fare and in winter we had a fare to raise money for electricity project.

The nuisance caused by some members of the public in our grave-yard has become a constant challenge. And these has required the police knocking at my door at odd times requesting to have access to the CCTV footage in the Vicarage and in the Parish Office. Subsequently leading to viewing distressing images.

The Nursery, Noah's Ark and the Fifty Plus Memory Café have been our strongest link to the Community. I wish to use this opportunity and commend Nkiru, Carole and Catherine in the dedication.

I give my heartfelt gratitude to Evelyn St John's Office Administrator and to George our unassuming Care-Taker. Working with these two has been an unequivocal source of strength.

As, in my closing report year 2021, I am again reminded to mediate on the words of Saint Paul (Philippian 4:8).

"Finally, brothers, [and sisters], whatever is **true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable,** if anything is excellent or praiseworthy – think about such things."

Yours In Christ

Revd Ngozi Njoku.

St John the Evangelist Church

Wembley

Health and Safety Report

May 2022

It is recommended that this Report be read in conjunction with the Buildings Report submitted by Leslie Bevis-Smith, 2022.

A. Key Actions prior to this report.

As of 19th March 2020, Covid-19 was no longer considered to be a High Consequence Infectious Disease in the UK. However, the World Health Organisation continues to consider Covid-19 as a Public Health Emergency of International Concern.
In the UK, cases of Covid-19 are managed by treatment centres and Healthcare workers who are expected to follow the National Infection Prevention and Control manual for England.

B. Current Practice at St John's.

- The signing of a Register, on arrival to Services, is optional for both church members and visitors.
- The wearing of facial masks is optional for both church members and visitors.
- St John's maintains a duty of care for both church members and visitors and will continue to provide facial masks and sanitizers for people who are at higher risk of severe illness from Covid-19 (older people, those who are pregnant, those who are unvaccinated, people of any age with compromised immune systems).
- During services of Holy Communion, the Clergy and those assisting them will wear facial masks during the sharing of sacraments. Administration is done by intinction.

Moving forward, St John's will be considering Health and Safety programmes for the younger members of the congregation. The first of these will focus on the dangers of vaping and will be available to both young people and their parents.

Joan Telford

Dr Joan Telford

Health and Safety Officer

St John the Evangelist Church, Wembley

BUILDING REPORT 12.05.2022

Leslie Bevis-Smith (Chartered Designer)

This document represents the situation as of now and therefore includes recent events in the Church Hall complex.

Note 1

Some items were carried out on the direct instruction of the previous incumbent of which the author of this Report may not be aware of, or not have any detail. Therefore, the Report may not be factually complete & the items below need to be checked by the Wardens. These are believed to be:

a) *Maintenance contract of fire extinguishers.*
b) *Maintenance contract of the alarm system.*
c) *Design, obtaining Diocese authority and installation of a (new) CCTV system and camera mounting outside of the church.*
d) *Instructions and Policy details regarding Insurances, their conditions and valuations.*
e) *Electrical contractor's work.*
f) *Replacement of small boiler now in WC and ongoing maintenance contract for that and main boiler system.*
g) *Instruction & liaison regarding snagging regarding the internal decoration works carried out in 2017.*
h) *2018 estimates for restoration of the Lychgate;*
i) *Building maintenance ie gutters etc.* * see below

Churchwardens are required to make an annual inspection of the fabric and furnishings of their church, and to prepare a report for consideration by the PCC before the Annual Parochial Church Meeting.

As with the 2021 where appropriate it refers back to the "Quinquennial Report 2018" (QR) produced by our consulting architect following his inspection in Summer 2018 mostly attended by the then Vicar, Rev Prebendary Francis Adu-Boachie, (FAB) and the author (LBS). The QR identified a number of matters which had to be addressed, some urgently, and some over a given time. There are some direct quotes from the QR. When points refer to QR items, the item Ref is included in brackets (x).

For ease of future identification each heading in this Report has a #Nos.

Note that the Church, Lychgate & Boundary Wall are separately listed as Grade 2 by 'Historic England'. Key historical dates are appended.

Note 2

This document represents the situation as of now and therefore includes recent events in the Church Hall complex.

EXTERNAL

#1.1 Works to secure the area to the North & East of the church (32.4)

The fencing scheme to the area has been completed (2022).

FB padlocks have been fitted to the 2 access points, and emergency keys boxes have been installed within the church for use when a keyholder is not available, to the North-West Porch Door and the (outside) Vestry Door.

The entire area now needs to be cleared & restored. For H&S reasons the Council may have to be consulted regarding certain areas before any action takes place.

The writer is unsure if this area is covered by CCTV. If not, this should be reviewed.

#1.2 **SE Door** **As** previously discussed with Wardens & Architect this is the issue of persons loitering around the SE door steps. On a number of occasions, it has been necessary to move persons on from the area before & during services as conversations there can be heard within the church. The area is unfortunately a popular area for sitting and drinking alcohol. The door provides access to the basement below the organ & inside the organ itself.
A fencing scheme has been discussed with the Architect, but the situation needs to be reviewed with the Architect & PCC.

#1.3 **Boundary revision**. The boundary between church property and the Council Graveyard needs to be clarified. If it is finalised as believed with the boundary *beyond* the path, there may be insurance/maintenance implications. The writer has been recently made aware that the Council is involved in the area between the main pathway & the High Road and clarification is needed and he *must therefore refer this back to the Priest-in-Charge and Church Secretary.*

#1.5 **Repair railings to Crawford Ave**: A recent decision is NOT to take action.

#1.6 **In order to facilitate roof repairs** the roof alarm keys have been located within the church instead of the church office.

#1.7 **Regarding a recent request to clean/restore an old grave headstone** this is a current matter which is very relevant to item #1.3 above & the division of responsibilities between Church & Council.

#1.8 **Growth to outside walls**
must be cleared ASAP, together with saplings etc around the church building.

#1.9 **Planting areas**
It is now clear that a more sympathetic approach is required to planting areas, and that an active church member is needed to supervise.

#1.10 **Roof**
There had been some covering slippage which has been addressed by the Architect.

#2.1 **Lychgate & Main Road Railings (35.1/3/4/5/6/7)**
THIS IS A MATTER OF CONCERN – see previous reports.
Regarding these historic structures which are separately Listed Grade 2, no action has been taken since the last report. Without doubt this is partly due to Covid.
Due to the delays, the seriously damaged timber will shortly have a further application of preservative.
Following requests & regarding security matters the Architect was requested to prepare a scheme to (a) reinstate the lost timber gates & (b) a modern alternative. This is a current on-going matter & an initial estimate is now to hand for new gates.

#3 **Pathway**

#3.1 **Legal signing & No Cycling sign** (35.7)
The improperly fitted no cycling signs have been removed from the Lychgate and one fitted to the new sign board together with a stainless steel 'Legal' sign. Another similar sign and another 'No Cycling' sign will be mounted by the West Gate, but the before these are fitted the paint to the railings should be made good.

#3.2 **External Lighting**
The lighting repair is part of the new electrical works.

#3.3 **Lamp Standards (32.3)**
There a 2 concrete standards and ensuring complete electrical isolation (so they could be removed at a later date) forms part of the new electrical works.

#3.4 **Notice Boards**
The lettering has yet to be updated although costs had been obtained. Further amendments need to be considered.

The glazing (plastics) have been vandalised to the boards at the W end. An estimate has been requested from the supplier for replacement material.
The board glazing facing the High Road has weathered badly & needs to be replaced to ensure the notices can be read properly.

#4 ESSENTIAL WORKS

#4.1 Maintenance works to all rainwater systems overhead and ground level (4.3)
A maintenance contract has been taken out for high level works. Ground level works are to be addressed.

#5 ADVISED WORKS (2018 Quinquennial Report)

#5.1 Removal or thinning of nearby trees (4.2) (36.1 & 2)
NO ACTION TO REPORT.

CHURCH INTERNAL

#6.1 Means of Escape
SEE 2021 REPORT.

#6.2 KEYS
Vestry keys were issued to persons specified by FAB, and a record of key holders must be maintained in the **Parish Key Register** by the Wardens.

#7.1 Heating Controls
No action but to repeat the info' that the actual boiler settings are pre-set & SHOULD NOT BE ADJUSTED (other than by CB-S). ALL DEMANDS FOR HEAT (ON/OFF) should be made with the wall control units – **NOT on the actual boilers**. **If the heat is found to be unnecessarily on when entering the church SWITCH IF OFF ON THE WALL CONTROLS.**

#7.2 The connection of the thermostat in the lounge area heating connections forms part of the new electrical works.

#7.3 PORCH & PEW HEATERS
These are to be removed as part of the new electrical works, but any appliances that have water connections will be just electrically isolated so a heating engineer can remove them at a later date. (The heater under the E window remains as is).

#9.1 Repair to West Door of **South Aisle** (15.2) (& Organ Completion)
NO ACTION, awaiting the organ builders attendance.

#10.1 Secure floor gratings (16.4)
Gratings are sometimes disturbed when electrical works are carried out and it is essential that they are carefully replaced. Some cast iron gratings are damaged. Security wires had been fitted to secure gratings together where loose but not always replaced. Their seating's to be further reviewed and if necessary, made good.

#10.2 Re-fix loose floor-board (16.3)
A loose board to the pew platform north side of north aisle could not be checked due to carpet covering.

#10.3 The wood block flooring to the West end has been sanded & sealed. Some blocks may be still loose and there are some small missing sections,

#11.1 Stained glass Windows (9.3)
Chappell Glass (an established contractor to the church) had quoted for repairs to the stained-glass windows, including removal of unnecessary internal plastic facing . PCC approval was awaited but the estimate will now need updating. *Chappell have so far failed to respond to our new estimate request.*

#12 Decorations: (17)
The decorative work of 2017 was not well completed, with paint on arch stonework and roof joists which should be cleaned off.

#13 Lighting
See **#18**

#15 Audio Visual distribution (20)
The isolator for the aisle projectors will be relocated by the sound desk during new electrical works.
It is now necessary for an amendment to be made to the position of the chancel L'speaker volume control.

#16. Artifacts & Monuments

#16.1 The King & Queen's British Empire Exhibition thrones from the 1924 & 1925 Wembley Empire Exhibitions (18) :
See 2021 Report for more detail.
It was previously suggested to the PCC that there might be grant aid for this item and that this be addressed to *Brent Council as early as possible, & now that Wembley History Society be also involved.* No action has yet been taken.

#17.2 The 'Synchronome' master clock
See 2021 Report for more detail.

#17.3 Internal monuments, plaques (21)
See 2021 Report for more detail.
Outstanding item is that a Memorial plate for a small reredos requires re-fixing.

#18.1 Electrical inspection (24.1 – Essential items to completed in 2020)
Following many delays and consulting 3 contractors, a new electrical contractor (HMT) has been appointed for work, at present mainly to distribution & power circuits and testing the system, **starting on 6.June**. Exterior lighting is included as noted above. This includes the proper installation of new wall light switches for high level lights, as the present situation using the MCBs is not acceptable practise.

#18.2 Lighting
We have a scheme for a new lighting installation. This will again be reviewed in due course.

ARCHITECT's ADVICE OF ESSENTIAL WORK by Autumn 2022

#19 Lightning Conductor
to be tested by Autumn 2022. A new installation was fitted at the time of the roof recovering (2017) and there is a requirement for it to be tested every 5 years in accordance with the current British Standard by a competent engineer, and the record of the test results and conditions kept with the church logbook.

ARCHITECT'S ADVICE OF ESSENTIAL WORK by Autumn 2023

#20.1 **Fill cracks** left by past settlements in the building (7.2)
#20.2 **Recoat external doors** to north porch and paint ornamental hinges (8.2) & recoat to SE (organ) door & install further draught seal.
#20.3 **Repaint windows** to lounge & vestry windows (9.3)

ARCHITECT TO EXAMINE

#21.1 Cracking in walls especially west elevation of **choir vestry/lounge** and within the area **below the organ** chamber & to exterior of **SW porch**.

#21.2 Recently noted internal cracking around middle **window of South Aisle** and recently noted cracking to internal face of **chancel organ arch**.

#21,3 Settlement of floors, especially those to the north aisle and (South) organ chamber (2.1.4) (16)
Movement was noted in 2018 in the floor of the north aisle, which has dropped by about 20mm in the centre leaving the pew platforms partly unsupported ('springy'), and in the sleeper wall below the organ chamber floor, where the brickwork has dropped away from the timber plate above. In both cases, the movement may be reversed to some extent in the coming months and should be monitored. (No recovery noted.)

If the floor does not return to its original level during the Autumn, it will be necessary to introduce packings below the timbers to eliminate the springiness.

#21,3 There has clearly been some movement to the **E** of the **organ console over 2020** as the door to the L of the organ console cannot now be closed & the L console door exhibits some issues.

#22 Various other items to be monitored incl' External

Dampness and failing plaster to the west wall of lounge.
Dampness & movement below the organ chamber
Bell chamber cladding for new woodpecker damage
Loose woodblocks & floorboards
Condition & safety of CHURCHYARD monuments & gravestones
Further movement in south boundary wall.
Paths and paving are uneven and must be expected to continue to move. They should be kept under observation and trip hazards removed from time to time. The covering of the main pathway across the churchyard is relatively recent but cracking is developing.

#23. Rain ingress to the SE corner of the Memorial Chapel *(NEW ITEM May 2021).*

After heavy rain the floor becomes wet, and the adjacent pillar area exhibits evidence of damp. See **#1.8** above.

PAST MAJOR WORKS & NOTES

#24.1 **In 2006 underpinning** of chancel and organ chamber and part of south aisle took place and in **2009** underpinning of north and south porches and north aisle

#24.2 **2017 Roof(s) recovered** with new & existing tiles, insulation and lightning conductors. together with internal decorations to plaster work, chancel ceiling and re-finishing SW main doors.

#24.3 **The architect observed in 2018** that despite an extended drought period in 2018, circumstances which had previously resulted in major cracking, the building appears not to have been significantly affected by structural movement.

#24.3 Key Events & Dates

The principal dates in the development of the church appear to be:

1846	*The nave, chancel and vestry were built to the designs of George Gilbert Scott (1811-78), then at the beginning of a long career and in partnership with W B Moffat.*
1859	*North aisle, with organ gallery & organ, was added by Scott c1870*
1883-6	*Organ relocated to N aisle*
	Church railings constructed
1900	*South aisle added by Harold Brakspear*
	Former south porch of 1846 relocated to become the Lychgate.
	Electric master clock & slave devices was installed in several locations.
	The restored master clock is displayed in the South Aisle.
c1910	*Organ chamber built.1915-20. No details available of this organ.*
1920	*War Memorial Chapel created by Herbert Kenchington in S aisle.*
1921	*Entirely new organ by Ingrams of Edinburgh installed, with hydraulic blowing machinery.*
1925	*Royal Thrones donated to the church on conclusion of the British Empire Exhibitions at Wembley Park. Displayed in the North Aisle.*
	Porches and a linking narthex were referred to as 'existing' in 1933.
1935	*Baptistery and choir vestry at west end by GP Pratt (1856- 1936) .*
	Electric organ blower installed.
1949	*East window replaced with glass by Nuttgens.*
1979	*Church, Lychgate & Boundary Wall were each separately listed as Grade II structures.*

2006	*Underpinning of chancel and organ chamber and part of south aisle*
2009	*Underpinning of north and south porches and north aisle.*
2009/21	*Organ restoration and new solid-state action etc (one stop 'prepared for)*
	Organ chamber east window repaired
2017	*Complete re-roofing with insulation & internal re-decoration.*
	Bell mechanism restored as necessary with new pull rope.
2022	*Add security fencing to N & NW areas.*

##H.0 COMMUNITY HALLS

***Up to recently, the** author has had little or no involvement with the operation & maintenance of the Halls but was previously involved at Design & Build stage by & on behalf of the previous incumbent.*

##H.1 **The author was asked to intervene over the failure of the gas cooking range**: This appeared to be an issue with the extractor canopy and an interconnection with the electrically operated fire-safety gas valve.

The directory & maintenance schedules which are kept in the Church Office was consulted and the designers of the kitchen contacted. Following a site inspection, the designers/suppliers of the equipment advised that they did not install.

The author contacted the Mechanical Ventilation contractors and after some delay has been advised that they are unable to assist. Accordingly, the Electrical Contractor was contacted & they advised that they only provided power for specialists to connect to. The main contractor for the Community Centre (& associated housing) (Galliford Try) was contacted at their head office but unable to help. Following more investigation, a main panel in the plant room indicates where the failures are and have been re-contacted.

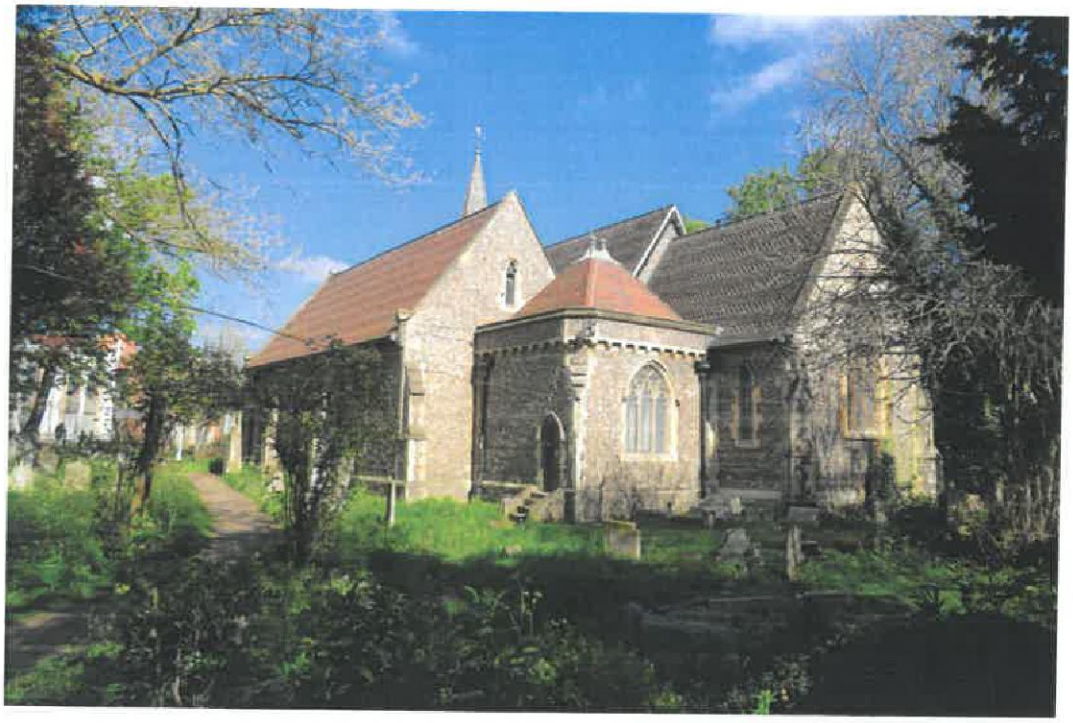
H#1.2 **The Diocese** has been advised & asked for their assistance.

H#1.3 **The Community Hall (& Vicarage) when built contained many innovations in terms of design and services.** It appears that a thorough review of servicing & maintenance should take place. The gas cooker gas safety shut-off valve operation appears to be caused by fan failure.

END OF REPORT

E&OE *LB-S 12.5.2022*

S T JOHN THE EVANGELIST, WEMBLEY

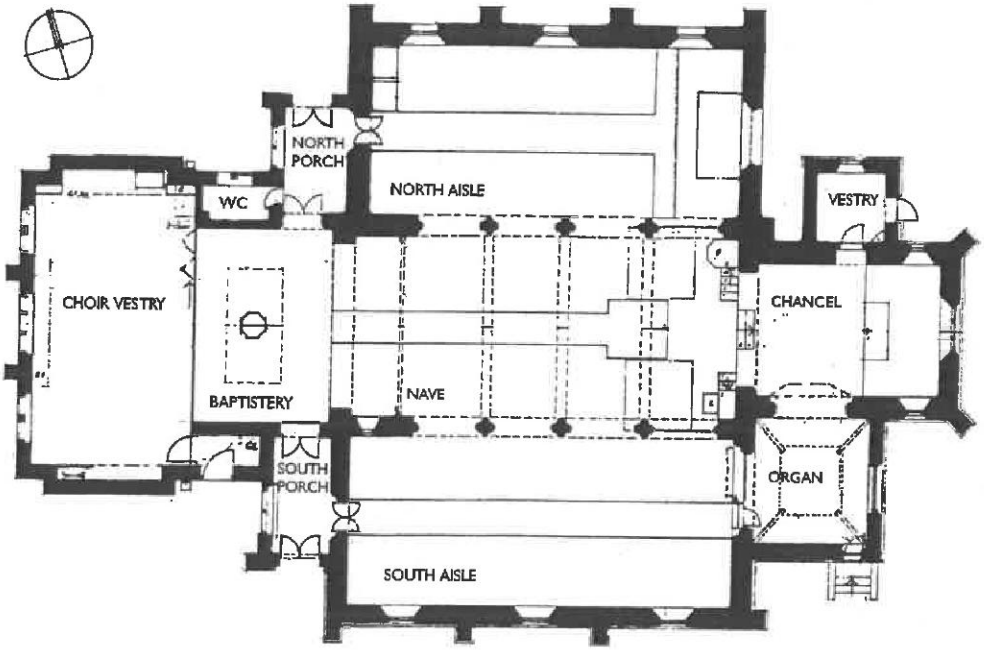


QUINQUENNIAL INSPECTION • APRIL 2023 • REES BOLTER ARCHITECTS

ST JOHN THE EVANGELIST, WEMBLEY
QUINQUENNIAL INSPECTION 2023

PRELIMINARY INFORMATION

Diocese:	Diocese of London
Archdeaconry:	Northolt
Parish:	St John, Wembley
Church:	St John the Evangelist Crawford Avenue, Wembley HA0 2HX Grid reference TQ 178851
Inspecting Architect:	Jon Bolter Rees Bolter Architects Park House 1 Parkholme Road London E8 3AD tel 020 7254 3034 jonbolter@reesbolter.co.uk
Previous inspection:	August 2018
Date of inspection:	25 April 2023
Date of report:	4 May 2023
Weather:	Cold and clear



Key plan (north at top)

General view of the nave, looking east.

North aisle, looking east

Description of the building

The accommodation comprises; a 4 bay nave with aisles of equal height; a chancel flanked by a small vestry to the north and an organ loft to the south; a large flat roofed western extension comprising baptistery and choir vestry with north and south porches. A small bell tower sits above the west end of the nave. There is no crypt. The churchyard around the building is now closed although the contiguous municipal cemetery to the east remains open. The building is approached through a lych gate on the High Street.

The churchyard is bounded by the church hall to the west, two storey housing, including the vicarage to the north, the cemetery to the east and the High Street to the south.

The loadbearing superstructure is faced externally with knapped flint with Bath stone dressings. The pitched roofs of the church are all of plain clay tiles. The flat roofs are covered with a high performance membrane.

The walls are finished with plaster and the roof structure is exposed internally. The nave, north aisle passageways and chancel are finished in mosaic. The sanctuary and south aisle passageway are carpeted. The south aisle passageway is ramped to allow wheelchair access to the raised pew platform. Woodblock flooring in the nave and north aisle, and suspended boarding in the south aisle.

The church was listed Grade II in 1979 and is not in a Conservation Area. The boundary wall and lych gate were separately listed at Grade II in 1979. The Local Planning Authority is the London Borough of Brent.

The present seating capacity is for approximately 240 persons.

The churchyard is approximately 0.4 ha in area. There are many graves and headstones to the south and west of the church but few on the north side of the church.

The church is not usually open to the public outside the times of services. The church are reminded that, whilst arrangements were suspended during Covid, there will have been conditions attached to grants received for the HLF supported works such as the roofing project, requiring the church to offer public access outside the times of services, probably for 40 days a year or its equivalent for a period of 10 years from completion of the work.

Key events

The principal events in the development of the church appear to be:

1846	The nave, chancel and vestry to north of chancel were built to the designs of George Gilbert Scott (1811-78), then at the beginning of a long career and in partnership with W B Moffat.
1859	North aisle, with organ gallery, was added by Scott
c1870	Organ relocated
1883-6	Church railings constructed
1900	South aisle added by Harold Brakspear in 1900. Former south porch of 1846 relocated to become the present lych gate.
1915-20	Alterations, including enlargement of organ
1920	War Memorial Chapel added by Herbert Kenchington. Location unclear but also referred to as a side chapel.
1921	New organ dedicated
1935	Baptistery and choir vestry at west end by George Percy Pratt (1856-1936) . Organ further enlarged at this time to occupy whole of area then shared between organ and choir vestry.
1949	East window replaced with glass by Nuttgens in 1949
	The date of construction of the north and south porches and of the organ chamber is not certain. The organ chamber was complete by c1910. The porches and a linking narthex were referred to as 'existing' in 1933.
2006	Underpinning of chancel and organ chamber and part of south aisle
2009	Underpinning of north and south porches and north aisle. Works to front railings and lych gate
2017	Complete re-roofing

B LIMITATIONS

1 This inspection is based on a visual survey, made from ground level, without the use of ladders. Inspections of the services installations are visual made without testing or the use of instruments.

2 We have not inspected woodwork or other parts of the structure which are covered, unexposed or inaccessible and we are therefore unable to report that any such part of the property is free from defect.

3 This is a summary report only as is required by the Inspection of Churches Measure; it is not a specification for the execution of the work and must not be used as such.

4 The inspection covers the church itself but does not cover the church hall or the municipal cemetery which adjoins the churchyard.

1 WORKS CARRIED OUT SINCE THE LAST INSPECTION

The church report that the following works have been carried out since the time of the last inspection:

Works recommended in the last report

Construction of security fencing around the area on the north side of the church.

Clock on lych gate refinished and connected to mains.

Signage removed from lych gate.

Items of emergency repair

Electrical supplies to lamp posts permanently disconnected,

Alterations, additions and demolitions

Addition of external cameras and security lights.

New sound system.

LED lamps fitted to spotlights.

Removal of warm air curtains in the south porch.

1. Archway between organ chamber and chancel.

2. East end of south aisle.

3. Chamber below the organ. Blower on the left. Settlement of ground supported structures.

4. Gap appearing above the brick sleeper wall which no longer supports the joists above.

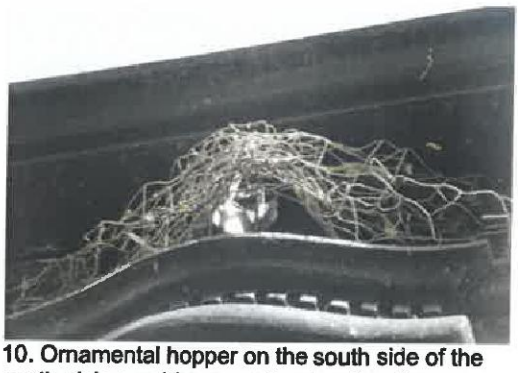
5. Recent cracking above door between baptistery and south porch.

6. Ponding to small flat roofs.

7. Blocked gutter to north side of chancel

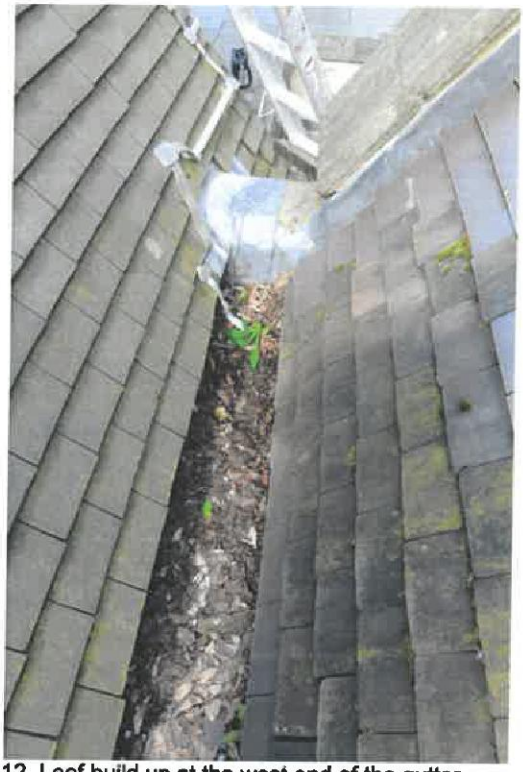
8. Access ladder damages the NW corner of the nave roof.

9. Clerestory over baptistery requires repairs to the cills,



10. Ornamental hopper on the south side of the south aisle provides a nesting box for pigeons.

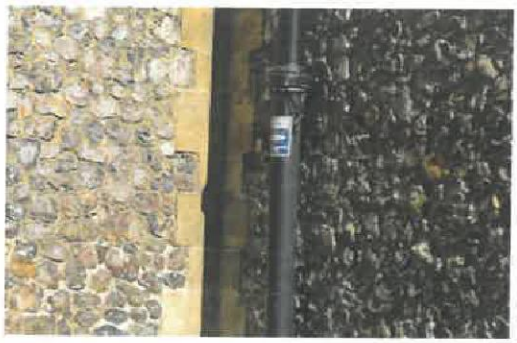
11. Saturated masonry of the buttress at the east end of the south aisle.



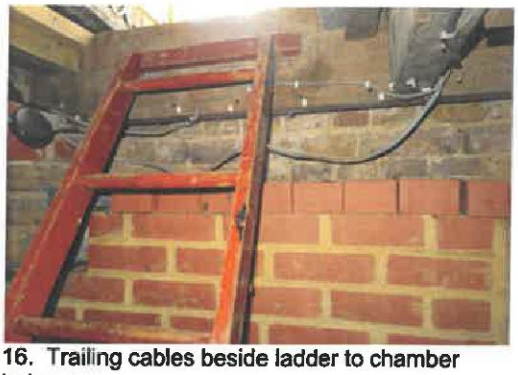
12. Leaf build up at the west end of the gutter between the nave and north aisle.

13. Gulley to north aisle filled with leaves.

14. Gulley to vestry filled with leaves.



15. Cracked downpipe to south side of organ chamber.



16. Trailing cables beside ladder to chamber below organ.

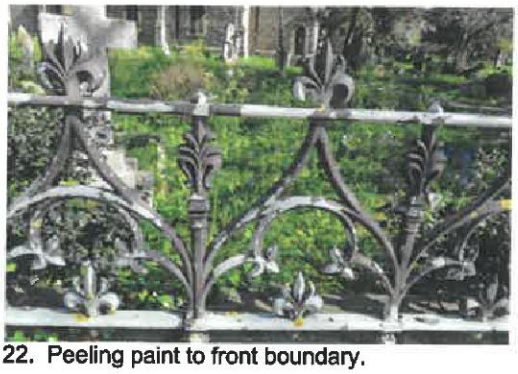
17. Gaps opening up in stained glass windows to south aisle.

18. Evidence of saturated masonry behind the pulpit.

19. Churchyard path looking towards the lych gate.

20. Ashes area.

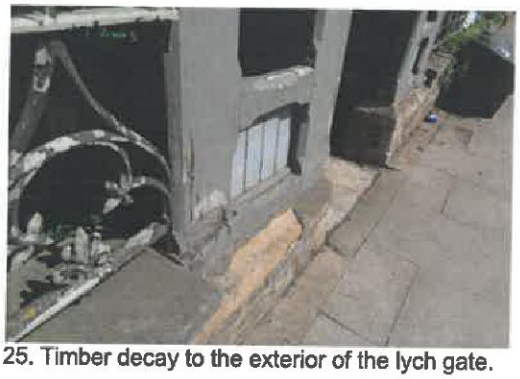
21. Railings to western boundary.



22. Peeling paint to front boundary.

23. Movement in the front boundary railings.

24.General view of the lych gate.



25. Timber decay to the exterior of the lych gate.

26. Timber decay to the interior of the lych gate.

2 GENERAL CONDITION

The recently installed security fencing is intrusive but appears to have been successful, at least for the moment, in dealing with the problems of anti social behaviour on the north side of the building.

Following an exceptionally long dry summer there have been further settlements requiring attention.

The overall general condition of the building is good but the clearing regime of roofs and rainwater drainage need to be improved so that areas such as the east end of the north aisle do not become saturated.

2.1 Structural movements

2.1.1 There is a long history of movement and cracking in the walls of the church. The principal cause appears to be ground movement caused by adjoining trees. Movements of paths, gravestones and walls can be seen throughout the churchyard.

2.1.2 Following a long period of monitoring the external walls of chancel, organ chamber and east end of the south aisle were underpinned using specialist piling systems in 2005. In September 2006 further severe cracking appeared in areas not significantly affected during the earlier monitoring and a further phase of underpinning took place, again with specialist piling.

2.1.3 New cracking and movement was noted during the course of 2022, which had been another unusually long dry summer, precisely the conditions in which the churchyard trees are likely to cause issues. The structural engineer made an inspection at the end of the year and his report has been attached as an appendix which should be considered to be part of this report.

2.1.4 Movement had occurred involving the settlement of the subfloor structures below the organ (photos 3 & 4), cracking in the archways between the organ chamber and the chancel (photo 1) and south aisle (photo 2). Cracking below the centre window of the south aisle had been noted before. Cracking above the door between the baptistery and south porch (photo 5) was evident during our inspection but had not been noted during the engineers visit.

2.1.5 The engineers key recommendations are:

a In the medium term the joists below the organ should be strengthened so that they do not rely on the sleeper wall, which is prone to further future movement, to support them at their midpoint. This could be done either by doubling up the existing joists or inserting a steel beam adjacent to the sleeper wall.

b In the short term the gap between the timber plate and the sleeper wall should have timber folding wedges inserted, which should be periodically inspected and adjusted as necessary.

c Desirable to infill gap between RC ground beam and the ground bearing concrete upstand with flexible filler

d An arboricultuarlist should be commissioned to undertake a survey of the trees close to SE corner of the building and to make recommendations on management and/or felling to reduce the risk of future movements.

e Management of the trees is likely to be more appropriate and certainly considerably less expensive than current and/or future underpinning costs.

2.2 Damp

2.2.1 There are currently some significant problems related to rainwater disposal issues

2.2.2 The projecting buttress at the east end of the north aisle is saturated for its full height and supporting vegetation including some ferns (photo 11). The impact can be seen in those sections of masonry visible internally (photo 18) but much of the internal face is covered by the pulpit and the the reredos of the north aisle, and so there are concerns about what may be happening within those concealed areas.

2.2.3 The defective plaster noted at the last inspection in the west wall of the choir vestry has extended and the external buttresses in this area are clearly particularly damp. This may simply be exposure to the prevailing rain but might be linked to the gutter above.

2.2.4 Blistering paint and elevated damp levels were noted to the right of the door from the choir vestry to the vestry entrance porch. The source of this is not clear but it could be linked to either roof covering defects or to the adjoining downpipe.

2.3 General areas of damage and decay

None

2.4 Work outside the churchyard which may affect the church

None

3 Roof coverings

3.1 The roof coverings were all replaced in 2017. The chancel, vestry, nave and north aisles were covered in sound original plain clay tiles. The south aisle and organ chamber were covered in new plain clay tiles. The oak shingles to the tower were replaced. The flat roof coverings were overlaid with a new membrane.

3.2 The shingles to the tower had suffered significant woodpecker damage, something not easily seen from the ground. The tower should be monitored for further woodpecker activity but appear in good order.

3.3 A number of minor defects in the roofing were noted during our inspection.. I was able to refix three whilst on the inspection leaving
1 slipped/ missing tile to south side of south aisle
2 south side of nave
1 north side of nave
1 south side of north aisle
1 east slope of organ chamber roof
1 fishtail tile to the east side of vestry

3.4 There is noticeable ponding to the smaller flat roofs at the west end (photo 6). This is because these roofs were overlaid rather than reconstructed. Ponding is not a problem in itself whilst the roofs remain watertight.

3.5 Mortar fill to the verge at the NW corner of the north slope of the nave (photo 8) has been knocked out and should be remade. This is an issue related to the ladder in that area, (refer 30.1) which needs to be attended to first as it will otherwise happen again.

4 Rainwater disposal

4.1 Gutters and downpipes are a mixture of cast iron and plastic. Downpipes generally discharge to gullies, the majority of which are now connected to the underground drainage system.

4.2 The proximity of the churchyard trees creates significant challenges in keeping the rainwater disposal clear. At the time of the inspection there were accumulations of leaves in a number of places, including the west ends of the main valleys on both sides of the nave roof (photo 12), the gutters of the chancel (photo 7) and vestry. Inspecting and clearing the hoppers, gullies and valley gutters needs to remain a high priority. Removal or thinning of nearby trees, particularly on the north side, would be of great benefit. This ties in with the engineer's recommendation to reduce tree volumes for other reasons (refer 2.1).

4.3 The rainwater hoppers around the building are vulnerable to blockage because of the many trees in the churchyard. In addition, the three large hoppers to the south aisle have been taken over as nesting boxes by pigeons who seem to have displaced the swan necks below the gutters (photo 10) above with the result that the gutters do not entirely discharge into the hoppers. Once the current nesting season is over, the ineffective

mesh infills to the hoppers should be removed, the swan necks reinstated, the hoppers cleared and new mesh screens installed. These should include removeable sections to enable ongoing maintenance.

4.4 There are some locations where damp marking indicates that the rainwater goods may be defective but what exactly is happening. The following areas should be monitored from time to time during heavy rain to see what actually happens.

- The area above the butttress at the east end of the north aisle (photo 11)
- The area above the two projecting buttresses at the west end of the choir vestry
- The area adjacent to the blistering plasterwork beside the internal door from the choir vestry into the vestry lobby

4.5 A cracked pipe requiring replacement was noted on the south side of the organ chamber (photo 15).

4.6 The downpipe at the east end of the north aisle appears to have lost the very lowest section and so does not discharge properly (photo 11). This may be contributing to the significant dampness in that area.

4.7 Gullies at ground level were mostly blocked by leaves at the time of inspection (photos 11, 13 and 14) and may be contributing to damp problems, particularly at the east end of the north aisle. Because of the leaf fall intensity it is desirable that the gullies be fitted with removeable covers of a type not easily displaced. If possible, clearing of gullies should be included on the maintenance schedule of the Diocesan gutter clearance scheme.

4.8 The gutter along the north side of the chancel appears to block very easily with leaves, clearly has limited fall and is likely to be at least partly responsible for the significant dampness in the buttress at the east end of the north aisle (photos 7 & 11). We recommend that an additional downpipe be fitted at the west end of this gutter, discharging into the existing gulley below.

5 Below ground drainage

Drainage below ground was not inspected. There are no signs of defects although the general disruption caused by trees and tree roots are quite likely to create problems. Refer 4.7 for comments on gullies.

6 Parapets and upstand walls

6.1 Parapets to the gables of roofs and the parapet around the organ chamber are of flint, generally on a brick backing and with a stone capping. Parapets around the baptistery roofs are of stone, probably on a brick backing and with a stone capping.

6.2 Following the works of 2017, the parapets remain in good condition.

7 Walling

7.1 The walls of the main body of the church are faced in roughly coursed knapped flints, with Bath stone dressings. The chancel walls have a rubble core but other areas appear to have a brick backing. The choir vestry is faced with artificial stone.

7.2 The wall surfaces are in fair condition. As noted at the last inspection, a number of fractures and open joints remain from the subsidence which led to the 2008-9 works. These should now be pointed up. They are most evident around the north and south porches and the windows and buttresses of the north aisle. In addition. there are some open joints in the west wall of the choir vestry which should also be attended to.

7.3 Ivy needs to be kept under control to avoid invasion of the flintwork. At the time of the inspection, the east side of the chancel required further work but there were a number of locations where ivy growth was beginning.

8 Timber, porches, doors and canopies

8.1 External doors are in fair condition. Locks and fastenings to external doors appear adequate.

8.2 The external doors will require recoating and ornamental iron hinges will require repainting during the quinquennium.

9 Windows

9.1 Stained glass is of good quality and in good general condition except where being affected by building movement.

- East window of 1949 by Joseph Nuttgens;
- Three south aisle windows of good quality 1899-1900 (contemporary with construction of south aisle);
- Three good quality north aisle windows of 1884- 1929.
- Other chancel windows of patterned C19 glass.
- Window in choir vestry includes Wembley coat of arms dating from 1937 removed when the borough was absorbed into GLC

9.2 Plain glazing is in fair condition. Stone guards fitted to windows appear adequate. Some damaged glazing was noted as follows. Repair is desirable.

1 cracked quarry to the norther most of the three windows on the west side of choir vestry
1 cracked quarry to south porch window
2 cracked quarries to the north porch/ boiler area

9.3 Some areas of glazing have been affected by movement in the building and are likely to deteriorate without remedial action. A glass conservator should be asked to inspect and report on:

- The left hand lancet (viewed from inside) of the westernmost window in the south aisle where daylight can be seen between some pieces of glass and the leads (photo 17).
- The left hand lancet (viewed from inside) of the south porch window, where gaps between the glazing and the stone jamb are evident.
- The left hand lancet (viewed from inside) and traceries above of the easternmost window in the south aisle, where daylight can be seen between some pieces of glass and the leads.
- The window to the north side of the chancel which is loose.

9.4 The stained glass to the easternmost south aisle window and the chancel south window are covered internally with polycarbonate sheet. This is presumably a comfort measure. The advice of the glass conservator on whether this might lead to damage to the surface of the stained glass should be sought during the section noted above.

9.5 The catch to one of the toilet windows is defective and difficult to operate. As a short term measure this vent should be fixed shut and use only be made of the other vent, but replacement of the catch is the long term solution.

9.6 Other areas requiring attention were noted as follows:

The metal windows of the choir vestry and the cills of the lantern above the baptistery should be repainted during the quinquennium. The clerestorey cill needs repairing before repainting (photo 9).

INTERNAL

10 Towers, spires and bells

10.1 The interior of the bell tower was inspected for the first time in many years during the works of 2017. The structure is not original but dates from the works of the 1940s and was in fair condition. The access door was relocated from the north elevation to the east to make it easier for access in the future using a roof ladder to the ridge of the nave roof. The bellchamber has a fully boarded floor pierced only by a hole for the bellrope.

10.2 There is a single 5 cwt bell within the bell tower, installed in 1946. It was inspected during the works of 2017 and found to be in fair condition. The bellrope and bell support bolts were replaced and the clapper was re-bushed.

11 Clocks and their enclosures

There is no clock on the church itself but there is an electric clock on the lych gate. This was refinished and connected to a mains supply during the quinquennium.

12 Roof and ceilings voids

None

13 Roof structures, ceilings

Existing roof structures appear satisfactory.

14 Upper floors, balconies, access stairs

None

15 Partitions, screens, panelling, doors and door furniture

15.1 Generally satisfactory

15.2 As noted at the last inspection, the west door to south aisle has stained glass panels, one of which has missing moulded timber sections at top and one missing piece of glass. The glass panel is becoming loose and has been secured with tape. The mouldings should be reinstated or replaced.

15.3 The north aisle door, which is still double swing, has large gaps around the leafs and, because of the considerable fresh air intake needed for the boiler in the adjoining porch, this makes that end of the north aisle cold and draughty. This could be improved by converting the door to single swing action, closing against a door stop but his might require adjustment to the floor closer.

16 Ground floor structures, timber platforms

16.1 Floors are generally solid, with raised timber platforms below pewed areas. The floors are generally satisfactory. The solid floors contain a number of cracks probably related to the recent subsidence and settlement of the north aisle and organ chamber floors (see section 2.1)

16.2 As noted at the last inspection, the pew platform on the north side of the north aisle is now springy because of the settlement of the floor below. TImber folding wedges should be inserted below the timbers to remove the springiness.

16.3 A number of the gratings to the heating pipe trenches are noisy under foot and ought to be properly seated and/ or secured. One grille in the choir vestry floor kicked up when trodden on and should be secured. Following settlement of the north aisle floor, one of the gratings in that area is projecting and may have to be reset.

16.4 Some looseness was noted in the woodblock flooring of the baptistery, again possibly the result of movement in the floor below. A number of small triangular sections of woodblock are now missing.

17 Internal finishes

Plaster finishes are in good general condition.

There is a small section of damp and defective plaster between the central and left hand windows (viewed from inside) in the west wall of the choir vestry which has enlarged during the quinquennium. It is likely to be linked to the dampness on the external buttresses in this location. (Refer also section 2.2.3 and 4.4).

There are small areas of blistering beside the door from the choir vestry into the vestry lobby. The cause of this is not clear (refer 2.2.4 and 4.4)

18 Fittings, fixtures, furniture

Church fittings:

Altars: High altar of timber, altar in north aisle of oak with screen behind, centre part canopied. Small reredos with carved and painted panels in south aisle, formerly above the communion table

Lectern: of carved wood, on oak stand. Canopied screen behind

Pulpit: Oak, with tester supported on columns. Forms pair with lectern

Oak communion rails to high altar of modern design, to south aisle also of C20 but more traditional design

Organ screen of oak, choir stalls reduced to single seat on each side, oak panelling around high altar walls. No other choir stalls remaining, moved to south aisle. The recent structural movement has affected one of the doors, which should be eased and adjusted.

Stations of the cross: None

Font: painted stone font of 1845 with timber cover set on plinth

Other fittings: Pair of large timber thrones at west end in north aisle. From British Empire Exhibition of 1924, presented to the church in the following year.

The fittings are in fair general condition, although the British Empire thrones would benefit from cleaning and securing of the roundels above the seat backs. It is possible that a small project of this kind might be able to attract grant aid.

The dampness at the east end of the north aisle (refer 2.2.2) presents a risk of damage and decay to the pulpit and north aisle reredos.

19 Toilets, kitchens, vestries

There is a toilet opening off the north porch and tea-making facilities are provided within the choir vestry. WCs for wheelchair users are available within the nearby church hall.

20 Organs and other musical instruments

The organ is from Ingram & Co Edinburgh and, following extensive recent work is reported to be in good condition. The blower sits within a pit below the organ. The organ completely fills the organ chamber, making access for inspection and maintenance difficult.

Sound distribution issues noted at the last inspection have been dealt with.

21 Monuments, tombs, plaques

Four memorial tablets in the chancel principally to the Copland family. The south aisle has a stone tablet, a brass plate and two shields. The north aisle: has two alabaster tablets and five brass plates. The south porch has two stone tablets, a donor list and a list of incumbents. All appear to be in satisfactory condition.

22 Services installations generally

The comments below are based on a visual examination only and no tests of services have been undertaken.

23 Heating installation

23.1 The present church heating system comprises a large open flued Powrmatic Sime RMG10 gas fired boiler installed in 1996 and a recently installed Worcester instantaneous heater in the toilet for hot water. The open flued boiler requires a substantial amount of ventilation through the windows of the north porch. making that area particularly cold. The church report that the heating engineers have stated that the ventilation cannot be reduced.

23.2 The main boiler runs a low pressure hot water heating system comprising radiators around the perimeter of the building. The heating appears effective. There is an electric heater in the vestry.

24 Electrical installation

24.1 A Periodic Report was issued in February 2023 The system was found to be of satisfactory although with a number of Code 3 advisories mostly relating to fixings. Three unidentified circuits were locked off; the church report that there have been no systems unexpectedly not working. These circuits could be permanently removed at the next inspection. The next test will fall due in 2028.

24.2 We also noted incompletely fixed cables but suggest that those close to the top of the ladder into the blower chamber should be treated more urgently as they might catch users of the ladder (photo 16).

25 Lighting system

25.1 As there is no clerestory to the nave, the centre of the church tends to be dark and requires the use of artificial light. The interior lighting to nave and aisles comprises a series of spotlights at wallplate level. The chancel is lit by fluorescent lights on the rear of the chancel arch; these are surprisingly effective but the fittings are very intrusive viewed from within the chancel. The choir vestry has a mixture of spotlights and fluorescent lights.

25.2 Additional architectural lighting directed at the roof structures would be welcome.

26 Sound system

A completely new system has been installed

27 Lightning conductor

The system was upgraded during recent works to a system meeting the requirements of BS EN 62305. The most recent test certificate dates from November 2022 when a satisfactory overall reading of 0.6 ohms. A further test will be required at some time during the quinquennium. Advice on the frequency of testing should be sought from the church's insurers

28 Fire precautions

The provision of firefighting equipment, means of escape and structural fire protection all appear generally satisfactory.

The number of fire extinguishers is adequate and extinguishers have been inspected within the last twelve months. The powder extinguisher in the north porch/ boiler area ought to be on a stand rather than loose.

We suggest that the escape route to be taken from the vestry escape door be indicated. The key provided works on both gates but the route to the one by the cemetery path is currently obstructed by Heras fencing.

29 Disabled provision and access

Access into the church for people in wheelchairs is good but there are no toilets suitable for wheelchair users. These are provided in the nearby church hall

An audio loop has been installed for users with hearing difficulties.

30 Safety

30.1 Ladder access to the two valleys, to the north and south of the nave roof is unsafe and tending to cause damage the roof coverings and making maintenance of the roofs more difficult. The north valley needs a dedicated ladder making up, with hooks that can go over the bar provided so that it is safe to use at a shallow enough angle to avoid resting on the corner of the nave roof. The south valley could probably be provided with some fixed points to secure the same ladder. Unless it would contravene insurance requirements, this ladder could remain on the roof for the benefit of maintenance persons

30.2 The ladder used for access down into organ blower chamber is balanced on a piece of wood and not safe. A larger timber section could provide suitable support, or a ladder could be adapted with unequal legs.

31 Bats

There is no evidence of bat activity in or around the building.

CURTILAGE

32 Churchyard

32.1 The churchyard is closed for burials. The general appearance of the churchyard is untidy, partly due to overgrown trees and partly to irregular paths and leaning headstones (photo 19). The ashes area (photo 20) would benefit from tidying and clearance.

32.2 One notice board is fixed to the building beside the main entrance and has a cracked plastic panel. A second notice board is on posts adjacent to the main road. The clear panels are becoming slightly obscured.

32.3 The streetlamps in the churchyard (photo 19) have now been disconnected. Ideally, the redundant damaged concrete posts should be removed

32.4 Redundant HERAS fencing within the secured area to the north of the church remains should be removed, or at the very least stacked neatly, as it prevents maintenance work and may obstruct an escape route (refer 28)

32.5 External lights are reported to be on timers rather than movement detectors. They would have a detrimental effect on any bat population and care is needed to avoid light nuisance to adjoining properties.

33 Ruins

None

34 Monuments tombs and vaults

The churchyard contains a wide variety of monuments, mostly of small scale. Many have been affected by ground movement and a number have been partially dismantled for safety reasons. Monuments require periodic inspection to check that they are safe.

35 Boundary walls, lychgates and fencing

35.1 The north and west boundaries are formed with new metal railings, the east side is partly open to the adjoining municipal cemetery and partly screened

by the new security railings. The listed wall and railings form the southern boundary, extending to both sides of the lych gate.

35.2 There are paint losses on the railings to the north and west boundaries, something particularly noticeable on the section between the church and the hall (photo 21). As these railings appear to be galvanised, this is largely a cosmetic issue but is unsightly. It should perhaps be clarified where the responsibility for the maintenance of these railings lies, as they were erected during the redevelopment which created the new hall and housing.

35.3 The section of railing and copings to the west of the lych gate is beginning to replicate the problems faced in 2009 when the railings were taken off and re-set. The coping and railing are being pushed back at the slight change of direction (photo 23) because of thermal movement and the joints between the panels are getting cracked. We suggest that some kind of expansion joint is introduced into the railing at this point. This would probably require the addition of some metalwork which might be intrusive but ought to reduce the risk of having to rebuild again in the future.

35.4 On the railings along the High Street, it seems that the dark green top coat, applied at some time after the lighter green used in the 2009 works, was applied with inadequate preparation and is now peeling away quite freely to reveal the largely intact lighter green below (photo 22). The lighter colour is still providing reasonable protection to the cast iron panel and so the dark green could be left to finish peeling away. If visual improvement is required it will be necessary to ensure that all of the dark green is removed before then preparing and painting.

35.5 The lychgate needs repair and redecoration. The exposed areas (photos 25 and 26) have areas of decay requiring careful carpentry repair prior to decorators work. Ivy which is beginning to attach to the sides should be removed.

36 Trees and shrubs

36.1 The churchyard is extensively planted with trees, many of which are responsible for the recent subsidence. It is essential that existing trees are kept under control and that any new saplings are not allowed to remain.

36.2 Removal or reduction of trees adjacent to the church is desirable. This will have three benefits – reduction in the quantity of leaves and twigs having to be cleared from the roofs, reduction in risk of structural movement and increased visibility of the church itself.

37 Hardstanding areas

The pathways are uneven, and must be expected to continue to move. They should be kept under observation and trip hazards removed from time to time. The tarmac of the main pathway across the churchyard is relatively recent but cracking is already developing,

38 Miscellaneous matters

None

39 Logbook

The logbook was not available for inspection.

10.00 Works of repair in order of priority
(numbers in brackets refer to the relevant paragraph in this report)

WORKS OF THE UTMOST URGENCY
Clear blocked gutters and gullies of leaves (4.2, 4.7)
Make safe the organ chamber ladder* (30.2)

WORKS ESSENTIAL WITHIN THE NEXT 12 MONTHS
Insert folding wedges into the gap in the sleeper wall below the organ gallery (2.1.5b)
Obtain arboriculturalists report on trees to the SE of the church and implement recommendations† (2.1.5d)
Maintenance works to roof tiles (3.3 & 3.5)
Undertake improvements ot the south aisle hoppers (4.3)
Repairs to downpipes (4.5 & 4.6)
Obtain specialist report on stained glass (9.3)
Repair and paint lantern above baptistery (9.6)
Repair to west door of south aisle (15.2)
Insert wedges below north aisle pew platform (16.2)
Secure gratings (16.3)
Ease and adjust door in organ screen (18)
Secure loose cables around organ blower chamber ladder* (24.2)
Improvements to ladder access to the main valleys (30.1)
Remove or restack Heras fencing to north of chancel* (32.4)
Repair and redecoration of lych gate (35.5)

WORKS ESSENTIAL WITHIN THE NEXT 5 YEARS
Strengthen floor below organ† (2.1.5a)
Infill gap below ground beam in organ gallery (2.1.5c)
Fit additional downpipe at west end of north chancel gutter † (4.8)
Fill cracks left by past settlements in the building (7.2)
Recoat external doors and paint ornamental hinges (8.2)
Undertake works recommended by glass specialist † (9.3)
Replace toilet window catch (9.5)
Repaint choir vestry windows (9.6)
Repairs to notice boards (32.2)
Expansion joint to front railings (35.3)

DESIRABLE WORKS
Repair cracked glazing (9.2)
Removal or thinning of nearby trees (2.1, 4.2 & 36.2)
Cleaning of British Empire thrones (18)
Improvements to lighting (25.2)
Provide stand for north porch fire extinguisher* (28)
Tidying of churchyard* (32.1)
Removal of redundant concrete lamp standards (32.3)
Repainting of railings (35.2 & 35.4)

AREAS TO BE MONITORED
Rainwater goods (4.4)
Woodpecker damage to the spire (3.2)
Loose woodblocks in baptistery floor (16.4)
Condition of churchyard monuments (34)
Further movement in south boundary wall (35.3)
Paths and paving (37)

Most of these works are considered to be routine maintenance in connection with the Faculty Jurisdiction (Amendment) Rules 2019. Those which are not are indicated with a dagger †
Items which could be carried out by unskilled labour are marked with an asterisk*.

STANDARD EXPLANATORY NOTES

A Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the church logbook. The present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments

B Any lightning conductor should be tested every quinquennium in accordance with the current British Standard by a competent engineer, and the record of the test results and conditions should be kept with the church logbook

C A proper examination and test should be made of the heating apparatus by a qualified engineer each summer before the heating season begins.

D A minimum of two water type fire extinguishers (sited adjacent to each exit) should be provided plus additional special extinguishers for the organ and boiler house, as detailed below.

Large churches will require more extinguishers. As a general rule of thumb, one water extinguisher should be provided for every 250 square metres of floor area.

Location	Type of Extinguisher
General	Water
Organ	Carbon dioxide
Boiler House	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil fired boiler	Foam, or dry powder if electricity supply to boiler room cannot easily be isolated

All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order. Further advice can be obtained from the Fire Prevention Officer of the local Fire Brigade and from your insurers.

E This is a summary report only, as required by the Inspection of Churches Measure 1955 as amended by the Care of Churches and Ecclesiastical Exemption Measure 1991 ("the Measure").

The quinquennial inspector is willing to advise the PCC on implementing the recommendations, and will if so requested prepare a specification, seek tenders and direct the repairs.

F Although the Measure requires the church to be inspected every five years, it should be realised that serious trouble may develop in between these surveys

if minor defects are left unattended. Churchwardens are required by the Measure to make an annual inspection of the fabric and furnishings of the church, and to prepare a report for consideration by the meeting of the PCC before the Annual Parochial Church Meeting. This then must be presented with any amendments made by the PCC, to the Annual Parochial Church Meeting. The PCC are strongly advised to join the Diocese of London Gutter Maintenance Scheme if they have not already done so.

G Woodwork or other parts of the building that are covered, unexposed or inaccessible have not been inspected. Your quinquennial inspector cannot therefore report that any such part of the building is free from defect.

H The repairs recommended in the report will, with the exception of some maintenance items as explained in the "Minor Works" list on the Buildings page of the Diocese's website, require a Faculty before they may be carried out. If you have any questions please consult the Care of Churches Team.

I The PCC are reminded that insurance cover should be index-linked so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance provider to ensure that cover remains adequate.

APPENDIX

STRUCTURAL ENGINEERS REPORT ON CRACKING AT THE CHURCH

Our ref: PC/22129~01b

16th December 2022

PCC St John the Evangelist
1 Crawford Avenue
Wembley
Middlesex
HA0 2HX

By email only:

Dear Sir/ Madam

RE: ST JOHN THE EVANGELIST, WEMBLEY: STRUCTURAL MOVEMENT

Further to your email dated 15th November 2022 confirming our proposed fee to undertake a site inspection to review the recent movement I can confirm that the inspection was carried out on 24th November 2022. Our findings are below.

I was shown to the relevant area by Mr Bevis-Smith, a volunteer at the church whom I know from our previous involvement. The first are of inspection was the undercroft to the church organ, directly to the south of the Chancel. This is a small area comprising a concrete ground bearing floor approximately 1.4m below the church floor level. The church floor is a suspended timber joisted floor construction supported on the external east wall and the main internal wall located between the organ gallery and south aisle with intermediate support provided by a sleeper wall within the undercroft.

The external walls in this area and the chancel were underpinned in 2005 using a pile and ground beam system. Partial underpinning was carried out at this time as funds were not available to undertake a full underpinning scheme. The extent of underpinning and arrangement of sleeper walls is identified on the part plan below:

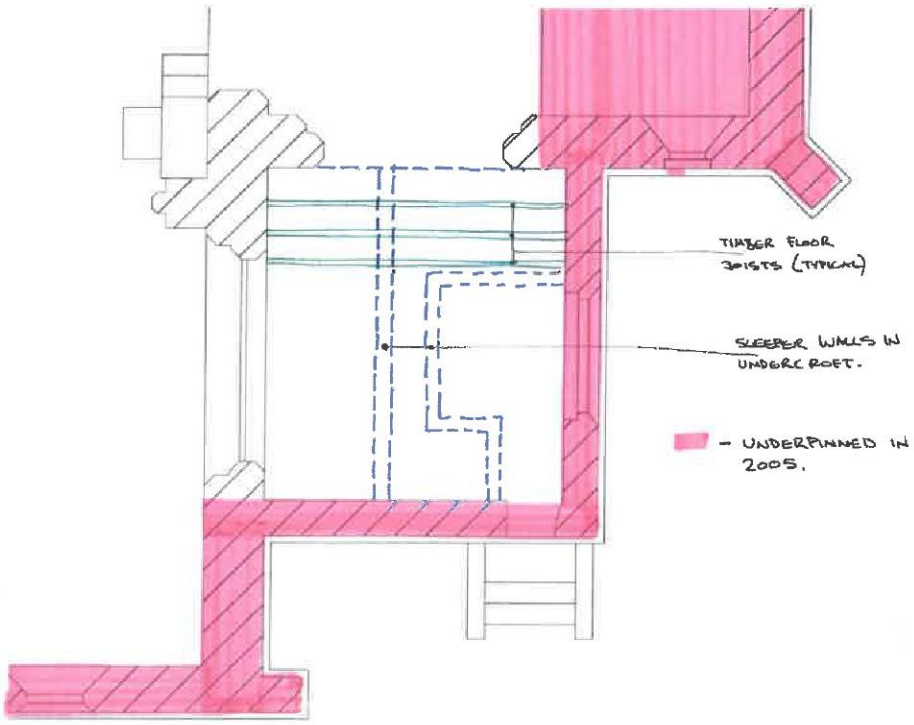
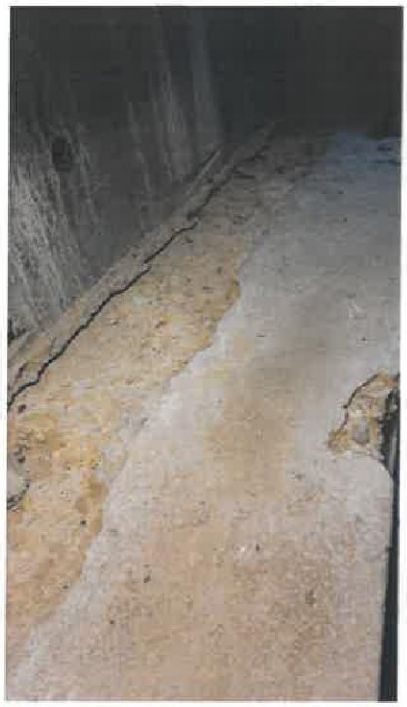


Diagram 1: Part Plan of south east corner of church showing previous underpinning and sleeper walls in undercroft.

There does not appear to be any noticeable movement to the external walls that have been previously underpinned. We inspected the external walls and these are free from any new or recent movement or cracking. Partial underpinning was carried out to the external walls of the north side of the church in 2008 and these also show no signs of recent movement.

A number of recent areas of movement and cracking were identified within the undercroft. A number of cracks to the ground bearing concrete slab were identified.



Photograph 1: Cracking between the RC ground beam and ground bearing concrete upstand indicating differential settlement.

There was also significant settlement occurring to the internal sleeper walls. The main sleeper wall that supports the floor joists has settled to such an extent that the timber joists and wallplate are no longer bearing onto the wall and there is a large gap between the wall and timber plate.

Photograph 2: Sleeper wall has settled allowing a gap to form under the timber wall plate

Cracking was noted to many of the sleeper walls (some of which do not provide support to the floor structure but an enclosure to the organ blower) and these walls have clearly dropped. In one location a timber post was notched and inserted between the underside of joist and an internal sleeper walls and the vertical movement recorded in this location was

Photograph 3: 15mm vertical settlement between timber post on internal sleeper wall and floor joist.

Photograph 4: vertical cracking to the internal sleeper walls to the undercroft.

As well as movement and cracking observed within the undercroft, additional movement was noted to the structure above. Cracking was observed to the floor slab within the chancel, in front of the organ gallery. It was also noted that the joinery forming the casing to the organ keyboard has moved and no longer closes fully.

Cracking was also noted to the arch between the organ loft and south aisle. The cracking was on both sides of the wall. the cracking internally within the organ loft was to each side of the arch. It was also noted that a stone voussoir within the arch had dropped slightly.

Photograph 5: Cracking above the arch between the south aisle and organ loft.

Photograph 6: cracking to south aisle wall from within organ loft.

Cracking was also evident to the wall and arch between the organ loft and the chancel. Cracking could be seen on the chancel side of the wall however this was difficult to fully observe as this was concealed by the organ pipes. Cracking was also evident to this wall internally.

Photograph 7: Cracks from within organ loft of arch into the chancel area.

Cracking also exists to the north side of the Chancel arch above the pulpit. This could be related to the settlement of the south support wall of the arch.

Photograph 8: Cracking to the north side of the chancel arch, above the pulpit.

Additional cracking was noted to the external wall to the south aisle, approximately half way between the organ loft and entrance porch. This cracking was mainly horizontal and hairline in magnitude. This cracking is located close to the transition foundation beam that connects the section of the church that has been underpinned and the section of church that has not been underpinned. This cracking is to be expected as this is the location where differential settlement occurs.

Photograph 8: Horizontal cracking to north aisle external wall

Conclusions and Recommendations

We know from previous investigations that the church is founded on London Clay with a very high plasticity which means that it has a high potential of volumetric change depending on moisture content. We have recently gone through a very hot summer with a prolonged period of very little rainfall and this will have caused nearby trees to extract larger quantities of ground water from the London Clay which will lead to shrinkage of the underlying soils. This shrinkage then results in additional settlement and movement and cracking to the structure. We are of the opinion that the recent prolonged period of dry weather is the main cause for the movement as the tree roots extend further away from the trunk to locate sources of water. We do not believe the movement is related to underground voids formed by burials etc.

We are satisfied that the areas that have been previously underpinned are adequately supported and that there appears to be no movement to these areas. It is evident that there is now further movement to the areas of the church in the south east corner that have not been underpinned. These include the following areas:-

- The ground bearing floor slab to the undercroft under the organ loft.
- The internal sleeper walls within the organ undercroft area which provide support to the suspended timber joists that form the ground floor of the organ loft.
- The southern section of the chancel floor in close proximity to the organ.
- The internal masonry wall/ pier at the intersection of the chancel/ nave/ south aisle and organ loft.

The cracking formation to the arches to the organ loft imply that the internal pier that supports both arches is settling. The cracking is mainly to the side of the arch that is settling and the slight displacement of a voussoir stone would lead us to conclude that settlement is occurring to this internal section of wall/ pier.

We are not concerned about the structure in the immediate future as the movement and cracking to the main arches was not considered significant. We do however believe that some action is required in the medium term.

We would normally recommend some investigations and a period of monitoring when ground movement affects a building or structure. In this instance however, we know the ground conditions and the history of the movement and previous remedial works. There are a number of options available and these are discussed below.

With regards to the movement to the floor slab and sleeper walls in the organ undercroft, it is clear that the existing joists are now spanning between the external east wall and the end wall of the north aisle as the sleeper wall has settled and is no longer providing support. Although the timber floor joists are not designed to accommodate this increased span, they are currently performing the job. Underpinning the internal sleeper walls may not be necessary as we could simply increase the strength of the existing timber floor joists ensuring that they can span over the internal sleeper walls between the main walls. This can be achieved by either installing new joists bolted to the sides of the existing joists or by installing a new steel beam under the joists in the position of the existing sleeper wall spanning between the external south wall and the main chancel wall. We would need to check the bearings of the existing timber joists to ensure they are adequate if we simply double them up as they will be subject to greater shear forces at the end bearing.

A short term option for this issue is to install a number of folding wedges into the gap along the sleeper wall which will transfer the floor load back onto the wall. The wedges will need to be regularly inspected as the support wall has the potential to settle further or even move upwards if the underlying clay swells or expands. The wedges will need to be adjusted as required at regular intervals.

The lower ground bearing floor of the undercroft could be left as is as it is not in a finished area and its only purpose is to provide a base to the organ blower. Provided the organ blower has a flexible hose and can accommodate small levels of movement this should be acceptable to the PCC. There is a gap between the RC ground beam and the ground bearing concrete upstand and this can be infilled with a flexible filler which will prevent water ingress but allow ongoing movement.

We would also recommend that an arboriculturist undertake a survey of the trees in close proximity of the south east corner of the church. An option to avoid expensive underpinning may be to manage or feel some of the trees. If the trees are managed and reduced in bulk, their water demand will reduce and therefore will extract less moisture from the ground. Over time, the moisture content of the London Clay will increase to what it was before the summer and the clay will expand in volume. This could result in some recovery and the cracks closing up slightly. Cracks very seldom fully close as the voids fill with debris. This may resolve the long term issues with the walls to the organ loft and also the chancel floor slab however some redecoration will be required as will some adjustment to the joinery to the organ casing. During the next redecoration phase we would recommend that the exiting cracks are exposed by removing the plaster and if the cracks are visible within the masonry we would recommend that the cracks are stitched using stainless steel helical bar reinforcement. The stone voussoirs should also be checked during the redecoration works and if there are concerns about how tightly these are wedged in, they can be pinned to the masonry above.

Another alternative would be to underpin the internal pier and the chancel floor slab. This would be very expensive and require the organ to be fully dismantled and taken off site.

The magnitude of cracking to the chancel floor and walls to the organ loft would not cause concern of the building stability at the moment and we would therefore recommend that a management system is put in place to ensure the trees are regularly reduced in bulk. This should then restore the moisture content to what it was previously and prevent any future changes in moisture content occurring which will lead to further movement.

It may be worth getting in touch with your insurers to discuss appointing an arboriculturist however I believe that any management or pruning of the trees will be down to the PCC. The insurers may pick up the costs for redecoration, crack stitching, strengthening of the organ room floor and making good the organ casing joinery.

Please let me know if you have any comments or queries on the above.

Yours sincerely
For THE MORTON PARTNERSHIP LTD

PETER CORCORAN BSc (Hons) CEng MICE

THE FIFTY PLUS MEMORY CAFÉ – 2022 REPORT TO THE APCM

The café was started in April 2022, and officially launched on 19th August 2022.

We receive Funding from NCIL, Brent council in the sum of £4500, which will be delivered in three instalments; we have just completed the first round. We also received £150 from the Fire Service of Brent, and a large quantity of biscuits and snacks.

The café is open every Friday between 10.30 am and 12.30 pm and attendance fluctuate due to the ability of our members, as is common with people who are living with Dementia, and their weekly attendance is between eight and 12, although, we have guests who go to all the cafés on a different week. We also have daughters and sons who attend as designated carers for their mums or brothers.

With our funding we were able to purchase a Fridge, Smart TV, Big Bingo machine, a soup Kettle and elegant soup mugs that are easy for frail hands to hold.

Many of our members prefer fresh ground coffee, so we have invested in a coffee maker. Alongside the coffee and tea are various snacks and cakes. We regularly have a brunch of hot food or sandwiches, as we are aware that our members live on their own and not always having the ability to make hot food and may just rely on microwave meals. We also acknowledge their birthday and, again, the cakes and sandwiches are provided.

We are supported by Debbie Howe and her staff team at Community Action on Dementia, Brent. Ashford Place.

Debbie arranges visits to the cinema at the Kiln Theatre every month, and we go to the Wig more Hall and the Marylebone Parish Church regularly to listen to Classical music. Debbie also arranges visits to museums, Kew Gardens, and this week we will be going on a tour of the Wembley stadium.

Debbie is also arranging for flower arranging sessions for the group.

I want to express my gratitude to Francis, a local businessman who comes to our sessions to do singing and keep fit. Those sessions are great for the confidence of our members, and they really look forward to Francis attending.

LUNCH FOR THOSE IN NEED

As we are all aware, the provision of lunch originally started in 2014, when there were an influx of rough sleepers and homeless people, mainly men in Wembley. We had to close our doors during lock down and have now been running since November 2022.

These friends have now migrated to having their own studio flats, and those that are married have obtained one bedroom flat from the housing department. Some have moved to other areas in Brent, and some have found jobs. We are so happy to see that their lives have changed for the better, and I a way, St Johns have been a part of their wellbeing and their integration.

We currently have 10 for lunch each Friday immediately after the Dementia Café. As always Len and I provide the funding for this. Friday19th, we had a visitor to the group, who would like to provide funding for the lunches, and I have been asked to provide a budget in going forward.

We are grateful to the Church for providing the Copland room for these community initiatives, and

I thank Lil Gordon for her help and assistance over the years, and even coming over to help clean up after she has been cleaning the church all morning. Your God has seen ALL your GOOD DEEDS.

Thank you, Len, for taking me to do the shopping and arranging the tables and chairs in the mornings.

Catherine Miller-Baldwin

TREASURERS REPORT FOR MAY 2022

I am exceedingly grateful for the opportunity provided to me to champion best practice in finance and promote sound stewardship at St John. It has been an incredibly rewarding experience so far and I am growing more confident and will continue to learn new ideas.

We also wish to express our deep appreciation for regular donors who has continued to give to the church – both through envelopes and via standing order – during such challenging times. Your generosity and support is truly invaluable. We have been successful in concluding the 2021/2022 financial year and believe that next year will be even more successful.

Income from hall hire has rebounded despite rising costs due to the pandemic, while we have been able to keep a handle on our operational costs, such as heating and lighting, which have had a considerable effect on the church finances along with the recently finished Electricity Project.

Moreover, we carried out an evaluation (appraisal) for the Church Administrator, Evelyn, in April in order to set new objectives and further increase efficiency.

Looking onwards, we propose the following initiatives for the 2022/2023 financial year: the establishment of a finance team, a respective budget for the year, the investment in accounting software for efficient/effective accounting, as well as a review of Administration salaries.

Finally, we will continue to monitor our spending and make sure that we are utilizing resources efficiently and effectively to ensure the St John's Church's long term financial stability.

Sunday School and Young St John's Report 2022

Sunday School continues to be a safe and immersive environment where young people learn scripture together. The approach used is to bring the bible alive and make it relevant to our children. We currently have 10 active children attend Sunday School almost every week although there are 18 children currently enrolled on our registers. Absences at Sunday services have usually been due to inconsistent attendance pattern of some of the parents or guardians attending main Church services as well as the effect of the pandemic.

During Sunday School classes, the young people are encouraged to pray themselves at the start of each session. This is followed by the bible text or theme in line with the main Church bible passages. Simple songs or choruses relevant to the theme are also taught and the children have independent time with different activities including quizzes, colouring, puzzles, word search which are all based on the current bible passage. Sunday School will always end with everyone sharing the grace together. The focus for our younger children (who are predominantly of Primary School age) has been on getting back to basics in exploring and learning from bible stories to ensure a solid Christian foundation. Getting them to recite simple memory verses and the Lord's Prayer also reinforces their biblical knowledge and beliefs which they are able to reflect on in and outside Sunday School.

For most of this year, Sunday School curriculum corresponded with the lectionary used in the main Church making it easier and seamless for parents to follow the activities planned for the children. Some of the bible topics that we have covered in the past year include the Good Samaritan, the Widow's mite, Salt and Light of the world. Other topics included God's healing power, avoiding temptation and a series on praying to mention a few.

The older children and teenagers are actively involved in the main Church service including reading bible passages and occasionally leading worship and prayers. Some assist as ushers and as Sunday School Helpers. We are grateful to Pharez for sharing his technical skills with the projector in Church.

It is always a privilege to see the youth actively engaged in the service of God and worthy of note that our children and Young People got together last summer to learn different arts and craft techniques while exploring the scripture. They were able to use the skills learnt to raise money for the Church electricity costs through their Arts and Crafts event. As always, the children performed the Nativity skit with so much talent and zeal! God is indeed pouring out His Spirt on our young people. They will surely prophesy and see visions! (Acts 2:17)!

We appreciate all members of the congregation who have supported the Sunday School children during the year. And finally, God bless the hard work and diligence of fellow Sunday School teachers: Carole, Janet, Morin and Maka who have been amazing as always in planning and organising activities and events for the children/young people at St John's.

Simbo Ajayi
On behalf of Sunday School and Young St John's

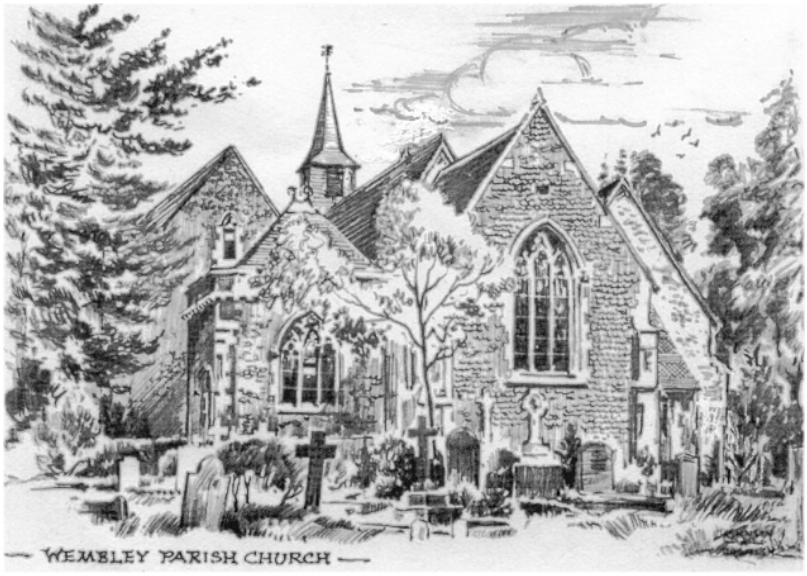
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY.

England & Wales - Charity number 1140226

Accounts

St. John the Evangelist

Wembley Parish Church



Annual Report and Financial Statements
of the Parochial Church Council of the Ecclesiastical Parish
of St. John, Wembley
for the year ended 31 December 2021

Charity Number 1140226

Incumbent: The Rev'd Chinenye Ngozi Njoku

The Vicarage, Crawford Avenue, Wembley, Middlesex HA0 2HX

Bank:

Lloyds Bank PLC
564-568 High Road, Wembley, Middlesex HA0 2AB

Independent Examiner:

Martin Tiano FCA

Somers Baker Prince Kurz LLP

Chancellors House, Brampton Lane, London NW4 4AB

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Contents

	Page
Parochial Church Council's Report	**2 - 4**
Independent Examiner's Report	**5 - 6**
Statement of Financial Activities	**7**
Balance Sheet	**8**
Notes to the Financial Statements	**9 - 13**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Annual Report for the year ended 31 December 2021

Administrative Information

St. John's Church is situated in the Harrow Road, Wembley, close to the corner of Crawford Avenue. It is part of the Diocese of London, within the Church of England. The address for correspondence is The Vicarage, 3 Crawford Avenue, Wembley, Middlesex, HA0 2HX.

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley, is a charity registered with the Charity Commission, registration number 1140226.

The governing documents are the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules.

The following trustees served during the year as members of the PCC:

Incumbent:	The Rev'd Chinenye Ngozi Njoku
Licensed Lay Minister (Reader):	Carole Bevis-Smith
Church Wardens:	Nkiru Egbochuku Carole Bevis-Smith (to 30 May 2021) Diphath Muwonge (from 30 May 2021) Mabel Muwonge (from 30 May 2021)
Deanery Synod Representatives:	Carole Bevis-Smith Catherine Miller-Baldwin
Elected Lay Members:	Adetokunbo Adekeye Ajayi Robert Barker Amy Bevis-Smith (to 30 May 2021) Leslie Bevis-Smith (from 30 May 2021) Rita Chiamonwu (from 30 May 2021) Shauna Clarke Paul Dembo Venessa George-Poyser Obiorah Nwanonye Diphath Muwonge (from 30 May 2021) Chief Ayodele Oliyide Dr Joan Telford Ernest Ward

Structure, Governance and Management

The method of appointment of the PCC members is as set out in the Church Representation Rules. All adults who attend services are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC of a parish the size of St. John's, measured by having between 100 and 200 names on its electoral roll, may have twelve elected lay members. Members of the PCC serve for a term of three years, and traditionally one third of the membership retires by rotation at each APCM. Adetokunbo Adekeye Ajayi, Obiorah Nwanonye, Chief Ayodele Oliyide and Dr Joan Telford are due to retire by rotation in 2021. As the electoral roll is below 152, St. John's has two representatives on the Deanery Synod.

Venessa George-Poyser took over the vacant office of Treasurer from March 2021. Robert Barker served as Secretary throughout the year. Carole Bevis-Smith was both our Safeguarding Officer, and Lead Checker for the Disclosure and Barring Service during 2021, and Simnbo Ajayi has continued to act as Children's Champion. Our Health & Safety Officer in 2021 was Dr Joan Telford.

The 2021 accounts have been examined by Martin Tiano of Somers Baker Prince Kurz LLP.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Annual Report for the year ended 31 December 2021

Objectives and Activities

St. John's PCC has the responsibility of promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical in co-operation with the Incumbent (Priest-in-Charge). It also oversees the operation of St. John's Community Centre, which it shares with representatives of the Workmen's Hall Trust (Wembley) by means of a joint committee.

The PCC met on seven occasions during 2021, with attendance ranging between eight and twelve, and an average of just below ten. Because of the Covid 19 pandemic, three meetings were held through the facility of Zoom.

Review of the year ended 31 December 2021

The year 2021 began with the Government having imposed tiers of restriction upon public gatherings on a regional basis to halt the spread of Covid 19, but we were able to hold our Holy Communion service on New Year's Eve. Worship in the Church took place the following Sunday, after which a rising death toll from Covid forced closure until Maundy Thursday, when our service was presided over by the recently appointed Archdeacon of Northolt. The Vigil at the Cross on Good Friday was held through the agency of Zoom, and Sunday morning worship resumed from Easter Day. Covid restrictions put an end to the 9.30 a.m. and 11.00 a.m. pattern of worship, since when there has been a single Sunday morning service at 10.30 a.m. combining traditional and informal styles of worship.

Restrictions on assembly also greatly restricted activities of the PCC, with just one business meeting (other than a meeting to consider the 2020 accounts) held in the first half of the year. The first meeting in July was largely taken up with the election of officers and committees. Diphath Muwonge was appointed as Deputy Warden, there being a requirement to appoint two Churchwardens at the Annual Parish Meeting. In practice, Diphath and Mabel have served as a husband-and-wife team. Diphath Muwonge has also been appointed to the new role of Creation Champion.

Venessa George-Poyser took over the office of Treasurer, with a smooth handover, from Adekeye Ajayi, and she was able to present the account in a competent and efficient manner. 2021 saw a transition to internet banking, which means that invoices and cheques no longer need to be seen by authorised signatories, thus speeding up the process of making payments. Each year, we, like all London parishes, pay into the London Diocesan Fund, through which clergy stipends and other church expenses are paid. In acknowledgement of the way that both our income and our expenditure had fallen in 2021, our requested contribution to the Fund was £23,537 compared with £59,483 in 2019.

Our principal project during the year was placing a fence around the North side of the Church, which was entirely paid for by Neighbourhood Community Infrastructure Levy and Harvist Trust grants. This area has been used by rough sleepers, drug dealers and alcohol addicted men for a range of anti-social and illegal activities, making the church path an unpleasant environment for both the congregation and the local people who use the path as a short cut. It has been made possible by Leslie Bevis-Smith liaising with our Architect, Jon Bolter, to prepare a design which would obtain approval from the Diocesan Advisory Committee and Brent Council, and Robert Barker, who secured the grant funding. The fences were erected in February 2022.

In the latter part of the 2021, consideration was given to the complete renewal of the electric wiring in the Church, much of which does not have current certification. In the event of an insurance claim, this would almost certainly invalidate our policy. It is a considerably but unavoidable expense, and the work will be carried out later in 2022. As and when finances permit, we have considered reinstating the former oak gates to the lych gate, but fully automated, so the path can be closed at night-time.

2021 was the first full year of the incumbency of Rev'd Chinenye Ngozi Njoku, who came to us at the end of October 2020, only to have her new Church closed down from Epiphany to Easter 2021. Worship continued by means of Zoom, and after we were able to return to the building, our Health & Safety Officer, Dr Joan Telford ensured all precautions were in place. Some parishioners still preferred to worship by means of Zoom. Social events were unthinkable for much of the year, but the pandemic had subsided sufficiently by 30 October 2021 for us to hold a much-delayed welcoming party for of Rev'd Chinenye Ngozi Njoku, which doubled as a first anniversary party.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Annual Report for the year ended 31 December 2021

Review of the year ended 31 December 2021

Financial Review

During the year ended 31 December 2021, the unrestricted incoming resources amounted to £98,456 and the unrestricted resources expended amounted to £96,678 resulting in net unrestricted incoming resources of £1,778.

During the year ended 31 December 2021, the restricted incoming resources amounted to £4 and the restricted resources expended amounted to £4,000 resulting in net restricted outgoing resources of £3,996.

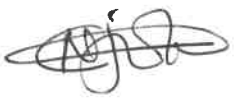
Reserves policy

At 31 December 2021, the unrestricted funds amounted to £173,246. The PCC has decided that the amount designated for structural repairs and long-term maintenance of the Community Centre and for community action is maintained at £80,000.

It is the PCC aim to maintain a balance on unrestricted funds to cover at least three months unrestricted payments and to build up reserves to fund known future significant building and maintenance works. With the amounts required for the future works now designated the General Fund is in line with this aim.

Funds in excess of the immediate requirements of the PCC are invested with the CBF Church of England Deposit Fund.

Approved by the Parochial Church Council on 26 May 2022 and signed on its behalf by



The Rev'd Chinenye Ngozi Njoku (Chairperson)

Independent Examiner's Report to the Members of the Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley

I report on the financial statements of the Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley for the year ended 31 December 2021, which are set out on pages 7 to 13.

Respective responsibilities of the Parochial Church Council and examiner

The members of the Council are responsible for preparing its annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) which give a true and fair view of the state of the church's affairs as at the end of each financial year and of its incoming resources and the application of resources for the year then ended.

In preparing those financial statements, the members of the Parochial Church Council are required to:

(a) select suitable accounting policies and then apply them consistently;

(b) make judgements and estimates that are reasonable and prudent;

(c) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the church will be able to continue to meet its objectives and continue its activities.

The members of the Parochial Church Council are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts & Reports) Regulations 2008 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The members of the Parochial Church Council consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

.....continued

Independent Examiner's Report to the Members of the Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley

Basis of independent examiner's 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 members of the Parochial Church Council 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 examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the financial statements did not accord with the accounting records; or
- the financial statements did not comply with the applicable requirements concerning the form and contents of the financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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 financial statements to be reached.

Martin Tiano FCA

Somers Baker Prince Kurz LLP
Chartered Accountants and Chartered Certified Accountants
Chancellors House
Brampton Lane
London
NW4 4AB

Date: 26 May 2022

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

STATEMENT OF FINANCIAL ACTIVITIES - For the year ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES						
Voluntary income	2(a)	47,876.59	0.00	0.00	47,876.59	47,156.74
Activities for generating funds	2(b)	3,323.48	0.00	0.00	3,323.48	4,167.91
Income from church activities	2(c)	47,208.56	0.00	0.00	47,208.56	27,944.23
Income from investments	2(d)	47.84	4.00	0.00	51.84	421.16
TOTAL INCOMING RESOURCES		**98,456.47**	**4.00**	**0.00**	**98,460.47**	**79,690.04**
RESOURCES EXPENDED						
Church activites	3(a)	91,953.90	4,000.00	0.00	95,953.90	107,327.76
Governance costs	3(b)	4,724.00	0.00	0.00	4,724.00	3,518.20
TOTAL RESOURCES EXPENDED		**96,677.90**	**4,000.00**	**0.00**	**100,677.90**	**110,845.96**
NET INCOMING/(OUTGOING) RESOURCES		**1,778.57**	**(3,996.00)**	**0.00**	**(2,217.43)**	**(31,155.92)**
NET MOVEMENTS IN FUNDS		**1,778.57**	**(3,996.00)**	**0.00**	**(2,217.43)**	**(31,155.92)**
Balances brought forward at 1 January 2021		**171,467.61**	**371,794.26**	**9,904.28**	**553,166.15**	**584,322.07**
Balances carried forward at 31 December 2021		**173,246.18**	**367,798.26**	**9,904.28**	**550,948.72**	**553,166.15**

The notes on pages 9 to 13 form part of these financial statements

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

BALANCE SHEET as at 31 December 2021

	Note	2021 £	2021 £	2020 £	2020 £
FIXED ASSETS					
Tangible fixed assets	4		365,970.55		376,584.60
			365,970.55		**376,584.60**
CURRENT ASSETS					
Debtors	5	28,348.78		17,068.50	
Cash at bank and short-term deposits					
Lloyds current accounts		69,280.19		72,455.55	
CBF Church of England deposit fund		99,575.06		99,523.22	
		168,855.25		171,978.77	
		197,204.03		**189,047.27**	
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	6	**(12,225.86)**		**(12,465.72)**	
NET CURRENT ASSETS			**184,978.17**		**176,581.55**
TOTAL ASSETS LESS LIABILITIES			**550,948.72**		**553,166.15**
PARISH FUNDS	7				
Unrestricted			173,246.18		171,467.61
Restricted			367,798.26		371,794.26
Endowment			9,904.28		9,904.28
Total			**550,948.72**		**553,166.15**

Approved by the Parochial Church Council on 26 May 2022 and signed on its behalf by

The Rev'd Chinenye Ngozi Njoku (Chairperson)

The notes on pages 9 to 13 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS - For the year ended 31 December 2021

1 ACCOUNTING POLICIES

Basis of accounting
The PCC is a public benefit within the meaning of FRS102. The financial statements have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, the Charities Act 2011, 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) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

Funds
General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Voluntary income and capital sources
Collections are recognised when received by or on behalf of the PCC.
Planned giving receivable under Gift Aid is recognised only when received.
Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amounts due are quantifiable and their ultimate receipt by the PCC is reasonably certain.
Funds raised by fairs and similar events are accounted for gross. Sales of books and magazines from the church bookstall are accounted for gross.

Income from investments
Interest entitlements are accounted for as they accrue.

Resources expended

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

Activities directly relating to the work of the Church
The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December 2021 is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets
Consecrated and beneficed property of any kind is excluded from the financial statements by section 10 of the Charities Act 2011.
Fixtures, fittings and equipment used in the church premises are depreciated on a straight-line basis over four years. Individual items of fixtures, fittings and equipment with a purchase price of less than £1,250 are written off when the individual assets are acquired.
Church hall is depreciated on a straight line basis over the expected useful life of one hundred years.

Current assets
Amounts owing to the PCC at 31 December 2021 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
2	**INCOMING RESOURCES**					
2(a)	Voluntary income					
	Planned giving :					
	Gift aid donations	20,000.00			20,000.00	20,000.00
	Other	3,783.71			3,783.71	1,813.50
	Tax recoverable	5,000.00			5,000.00	5,000.00
	Tax over/(under) recovered (prior years)	(989.00)			(989.00)	(1,099.24)
	Repayment interest on tax recovered	24.84			24.84	27.00
	Collections (open plate)	5,107.04			5,107.04	985.48
	Sundry donations	11,450.00			11,450.00	430.00
	Legacies	3,500.00			3,500.00	20,000.00
		47,876.59	0.00	0.00	47,876.59	47,156.74
2(b)	Activities for generating funds					
	Events	0.00			0.00	844.43
	Power generation	3,323.48			3,323.48	3,323.48
		3,323.48	0.00	0.00	3,323.48	4,167.91
2(c)	Income from operating activities to further the work of the Church					
	Lettings income	46,731.56			46,731.56	27,826.49
	Church fees	477.00			477.00	117.74
		47,208.56	0.00	0.00	47,208.56	27,944.23
2(d)	Income from investments					
	CBF fund interest	47.84	4.00		51.84	421.16
		47.84	4.00	0.00	51.84	421.16
Total incoming resources		**98,456.47**	**4.00**	**0.00**	**98,460.47**	**79,690.04**

NOTES TO THE FINANCIAL STATEMENTS - For the year ended 31 December 2021

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
3	**RESOURCES EXPENDED**					
3(a)	Church activities					
	Missionary and charitable giving	150.00			150.00	0.00
	Ministry: London Diocesan Fund	23,537.00			23,537.00	33,835.00
	Other ministry costs	285.83			285.83	1,094.27
	Musicians and music	561.00			561.00	1,418.00
	Organ restoration/maintenance	600.00			600.00	648.00
	Church and grounds repairs	2,636.88			2,636.88	1,779.00
	Church heating, lighting and water	6,549.13			6,549.13	3,003.10
	Church insurance	3,663.71			3,663.71	3,836.91
	Church security costs	1,080.71			1,080.71	939.95
	Bank charges	233.62			233.62	255.24
	Church general expenses	1,060.11			1,060.11	967.46
	Church hall running costs					
	Administration	640.00			640.00	48.00
	Salary, NI and pension	12,667.40			12,667.40	12,667.72
	Job retention scheme grant	0.00			0.00	(2,761.18)
	Printing, postage and stationery	953.15			953.15	2,285.63
	Telephone and internet	2,328.88			2,328.88	1,946.97
	Caretaker	4,132.53			4,132.53	2,720.50
	Cleaning	4,351.24			4,351.24	3,760.50
	Electricity	5,585.70			5,585.70	4,292.49
	Gas	2,474.43			2,474.43	1,579.43
	Insurance	1,922.35			1,922.35	1,897.11
	Insurance claim received	(512.00)			(512.00)	0.00
	Maintenance	787.06			787.06	7,601.84
	Safety and security	3,871.89			3,871.89	6,764.79
	Sundry expenses	1,091.01			1,091.01	497.97
	Supplies	214.76			214.76	817.02
	Waste	3,923.88			3,923.88	3,047.39
	Water	549.58			549.58	397.82
		44,981.86			44,981.86	47,564.00
	Depreciation on church furniture and equipment	6,614.05			6,614.05	7,887.34
	Depreciation on church hall		4,000.00		4,000.00	4,000.00
		91,953.90	4,000.00	0.00	95,953.90	107,228.27
3(b)	Governance costs					
	Legal and professional fees	204.00			204.00	328.20
	Payroll costs	320.00			320.00	0.00
	Accountancy fees	4,200.00			4,200.00	3,190.00
		4,724.00	0.00	0.00	4,724.00	3,518.20
Total resources expended		**96,677.90**	**4,000.00**	**0.00**	**100,677.90**	**110,746.47**

4 FIXED ASSETS

Tangible fixed assets

	Unrestricted funds	Restricted funds	Total funds
	Church Furniture and Equipment	Church Hall	
	£	£	Total £
Cost			
At 1 January 2021	45,692.56	400,000.00	445,692.56
At 31 December 2021	45,692.56	400,000.00	445,692.56
Depreciation			
At 1 January 2021	33,107.96	36,000.00	69,107.96
Charge for the year	6,614.05	4,000.00	10,614.05
At 31 December 2021	39,722.01	40,000.00	79,722.01
Net book values			
At 31 December 2021	5,970.55	360,000.00	365,970.55
At 31 December 2020	12,584.60	364,000.00	376,584.60

The expenditure in respect of St John's Community Centre has been capitalised and treated as restricted because the contribution made by The Incorporated Trustees of Workmen's Hall in 2010 was on the basis that on the completion of the Community Centre, an underlease would be granted by Asra Greater London Housing Association Limited to the London Diocesan Fund (as trustee of the Parochial Church Council of Ecclesiastical Parish of St. John, Wembley) for a term of 125 years from 25 December 2009.

5 DEBTORS

	2021 £	2020 £
Tax recoverable (Gift aid)	9,035.84	10,427.76
Church railings and boundary fence repairs prepaid (Advance deposits paid)	9,417.00	0.00
Church insurance prepaid	270.02	283.48
CCLI licences prepaid	754.58	733.43
Church security costs prepaid	438.00	358.71
Church hall insurance prepaid	1,709.77	1,644.65
Church hall running costs prepaid	713.99	934.37
Power generation (Feed in Tariff) income accrued	6,009.58	2,686.10
	28,348.78	**17,068.50**

6 LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Common Fund (The London Diocesan Fund)	0.00	2,000.00
Organ restoration/maintenance	0.00	456.00
Church roof repairs	1,432.74	1,432.74
Church heating, lighting and water	1,312.79	586.28
Church security costs	66.23	0.00
Church general expenses	0.00	61.16
Church hall running costs	4,084.10	4,739.54
Church hall refund of deposits	1,100.00	0.00
Payroll costs	30.00	0.00
Accountancy fees	4,200.00	3,190.00
	12,225.86	**12,465.72**

7 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets				
Tangible fixed assets				
Church furniture and equipment	5,970.55	0.00	0.00	5,970.55
Church hall	0.00	360,000.00	0.00	360,000.00
	5,970.55	360,000.00	0.00	365,970.55
Current Assets				
Designated Funds				
Structural repairs and long term maintenance of the community centre and for community action	80,000.00	0.00	0.00	80,000.00
General Fund	99,501.49	7,798.26	9,904.28	117,204.03
	179,501.49	7,798.26	9,904.28	197,204.03
Current Liabilities				
General Fund	(12,225.86)	0.00	0.00	(12,225.86)
	173,246.18	**367,798.26**	**9,904.28**	**550,948.72**

8 FUND DETAILS

	1 Jan 2021	Incoming Resources	Resources Expended	Transfers	31 Dec 2021
Unrestricted Funds					
Structural repairs and long term maintenance of the community centre and for community action	80,000.00	0.00	0.00	0.00	80,000.00
General Fund	91,467.61	98,456.47	(96,677.90)	0.00	93,246.18
	171,467.61	98,456.47	(96,677.90)	0.00	173,246.18
Restricted Funds					
Woolley Trust Fund	744.26	4.00	0.00	0.00	748.26
Sudbury, Wembley & Alperton Youth project	7,050.00	0.00	0.00	0.00	7,050.00
Community Hall	364,000.00	0.00	(4,000.00)	0.00	360,000.00
	371,794.26	4.00	(4,000.00)	0.00	367,798.26
Endowment Funds					
Woolley Trust Fund	9,904.28	0.00	0.00	0.00	9,904.28
	9,904.28	0.00	0.00	0.00	9,904.28
Parish Funds	553,166.15	98,460.47	(100,677.90)	0.00	550,948.72

The restricted funds comprise the dividends and interest of £748.26 received from the Woolley Trust Fund, restricted donations of £7,050.00 and the contribution of £400,000 from the Workmen's Hall Trust (registered charity number 210454) less accumulated depreciation.

The endowment fund comprises the Woolley Trust Fund.

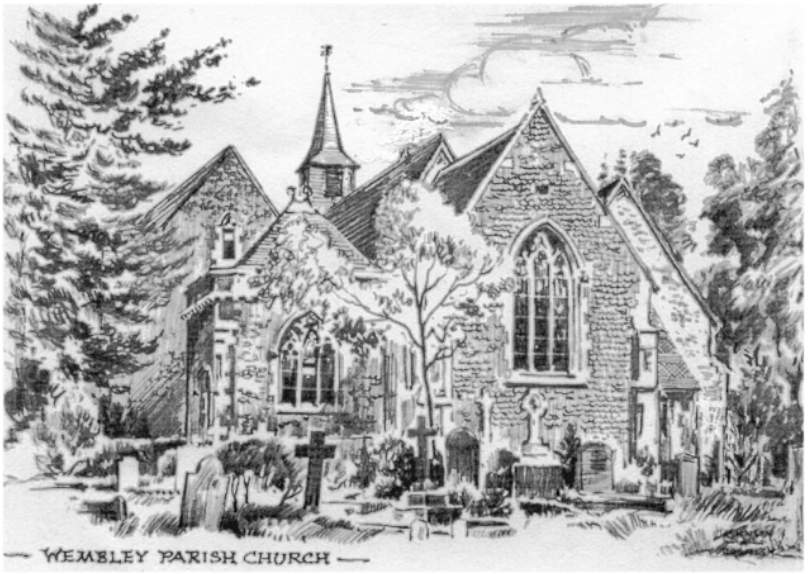
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY.

England & Wales - Charity number 1140226

Accounts

St. John the Evangelist

Wembley Parish Church



Annual Report and Financial Statements
of the Parochial Church Council of the Ecclesiastical Parish
of St. John, Wembley
for the year ended 31 December 2020

Charity Number 1140226

Incumbent: The Rev'd Chinenye Ngozi Njoku

The Vicarage, Crawford Avenue. Wembley, Middlesex HA0 2HX

Bank:

Lloyds Bank PLC
564-568 High Road, Wembley, Middlesex HA0 2AB

Independent Examiner:

Frank M Weinberg FCA, FCCA, CTA

Somers Baker Prince Kurz LLP

Chancellors House, Brampton Lane, London NW4 4AB

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Contents

	Page
Parochial Church Council's Report	**2 - 4**
Independent Examiner's Report	**5 - 6**
Statement of Financial Activities	**7**
Balance Sheet	**8**
Notes to the Financial Statements	**9 - 13**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Annual Report for the year ended 31 December 2020

Administrative Information

St. John's Church is situated in the Harrow Road, Wembley, close to the corner of Crawford Avenue. It is part of the Diocese of London, within the Church of England. The address for correspondence is The Vicarage, 3 Crawford Avenue, Wembley, Middlesex, HA0 2HX.

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley, is a charity registered with the Charity Commission, registration number 1140226.

The governing documents are the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules.

The following trustees served during the year as members of the PCC:

Incumbent:	The Rev'd Chinenye Ngozi Njoku (from 27 October 2020)
Licensed Lay Minister (Reader):	Carole Bevis-Smith
Wardens:	Nkiru Egbochuku Gabriella Bright (to 25 October 2020) Carole Bevis-Smith (from 25 October 2020)
Deanery Synod Representatives:	Carole Bevis-Smith Morinola Coker (to 25 October 2020) Erica Elebiola (to 25 October 2020) Catherine Miller-Baldwin (from 25 October 2020)
Elected Lay Members:	Adekeye Ajayi (to 25 October 2020) Adetokunbo Adekeye Ajayi Robert Barker Amy Bevis-Smith Shauna Clarke Paul Dembo (from 25 October 2020) Venessa George-Poyser Catherine Miller-Baldwin (to 25 October 2020) Obiorah Nwanonye Chief Ayodele Oliyide Dr Joan Telford Zhane Thorpe (to 25 October 2020) Ernest Ward

Structure, Governance and Management

The method of appointment of the PCC members is as set out in the Church Representation Rules. All adults who attend services are encouraged to register on the Electoral Roll, and stand for election to the PCC. The PCC of a parish the size of St.John's, measured by having between 100 and 200 names on its electoral roll, may have twelve elected lay members. Members of the PCC serve for a term of three years, and traditionally one third of the membership retires by rotation at each APCM. Amy Bevis-Smith is due to retire by rotation in 2021, and two places are currently vacant. Should the Electoral roll fall below 100, the number of Elected Lay Members must be reduced. The three Deanery Synod representatives was reduced to two in 2020, as the electoral roll had fallen below 152.

Adekeye (Keye) Ajayi served as Treasurer up to the APCM, when he did not seek re-election to the PCC on his leaving Wembley. Robert Barker served as Secretary throughout the year. Carole Bevis-Smith was both our Safeguarding Officer, and Lead Checker for the Disclosure and Barring Service during 2020, and Simnbo Ajayi has continued to act as Children's Champion.

The 2020 accounts have been examined by Frank M Weinberg of Somers Baker Prince Kurz LLP.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Annual Report for the year ended 31 December 2020

Objectives and Activities

St. John's PCC has the responsibility of promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Under normal circumstances, this would be in co-operation with the Incumbent, but the vacancy during the first ten months of 2020 placed an added responsibility upon the PCC. It also oversees the operation of St. John's Community Centre, which it shares with representatives of the Workmen's Hall Trust (Wembley).

The PCC met on seven occasions during 2020, two of which were through the facility of Zoom during the Covid-19 pandemic. Only the January and December meetings were to transact regular business. The Bishop of Willesden met us in February to update the PCC about his thoughts for the future of St. John's, two meetings were entirely concerned with re-opening the church building to worship, and the remaining one was to adopt the 2019 accounts. Attendance at meetings varied between six and nine, the average being just under eight.

Review of the year ended 31 December 2020

The year 2020 was almost certainly the strangest in the 174 year history of St. John's Church. The most welcome day of the year was 27 October 2020, when The Rt. Rev'd Pete Broadbent, Bishop of Willesden, licensed The Rev'd Chinenye Ngozi Njoku as our Priest in Charge, after an interregnum of almost exactly two years, the longest in the history of our parish. She came to us from the Garrison Group of Church of Ireland parishes, situated in the most westerly part of Co. Fermanagh, and Northern Ireland. Through the marvels of modern technology, a representative of her previous congregation was able to speak at the licensing ceremony and commend Rev'd Ngozi to us. The reality of the Covid-19 pandemic made the licensing ceremony and start of her ministry more subdued than we would have liked, but she soon became accepted and loved by the Congregation.

Rev'd Ngozi was only the second Priest-in-Charge (as distinct from vicar) appointed to St. John's, the first being The Rev'd Bryan Wadland, who was with us from 1993-1999. The most significant events during his tenure were the Sesquicentenary Celebrations in 1996, and initiating the Land Development project, which gave us our splendid Community Centre. He died after a full life and a long illness, and his funeral took place on 28 February 2020. The cremation service was conducted by The Rev'd Linda Hillier, a former member of St. John's PCC and the thanksgiving for his life at St. Giles, Ickenham was attended by several long-standing members of the PCC and congregation.

2020 began fairly normally, with the immediate needs of the parish during an interregnum a far greater concern than an infection in China. Here it is right to record with gratitude the way that Nkiru Egbochuku, our only active Churchwarden, expended so much time and energy in the service of St. John's. Finding clergy willing to celebrate Holy Communion was an especially arduous task, and to her great credit, she always succeeded. The pattern of 9.30 a.m. and 11.00 a.m. Sunday services, and Holy Communion on Thursdays continued up to 15 March 2020, the third Sunday in Lent. In early 2020, the P.C.C. participated in the Diocesan Past Case Review of any failure to safeguard children or vulnerable adults. On 20 January 2021, St. John's hosted Fire Marshall training, open to parishes throughout the Area. A Quiet Morning took place in the Church on 22 February 2020, on the eve of Lent. Looking ahead, a committee was being recruited to plan special events in the parish.

On 27 February 2020, the PCC was visited by The Bishop of Willesden, to update us on his plans for St. John's. In July 2019 he had contemplated the idea of combining our parish with St. Michael's, Tokyngton and also establishing a new mission within the new Wembley Park development. He had now decided not to proceed with this scheme but floated an alternative option. This involved 'planting' a congregation from Holy Trinity, Brompton, into our Church, something which they were keen to do at a location in North West London. The suggestion was received with polite interest, rather than enthusiasm.

Things changed spectacularly on 17 March 2020, when The Archbishop of Canterbury appeared on B.B.C. news to announce that as Covid-19 had become a pandemic, and was affecting Britain, in line with Government recommendations, all Anglican churches would close until further notice. Worship the following Sunday went ahead by means of a conference call, and thanks to research by Carole Bevis-Smith, St. John's was an early user of Zoom. The first Zoom service took place on 5 April 2020, Palm Sunday. Both systems ran in parallel for some weeks, but the conference call suffered from variable sound quality, was very expensive on some tariffs, and lacked the visual image provided by Zoom. Services have continued to be made available on Zoom, even after the church building was reopened on 20 September 2020.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

Annual Report for the year ended 31 December 2020

Review of the year ended 31 December 2020

Closure of the Church and our Community Centre had, naturally, an adverse effect on our income, which was offset to some extent by a legacy of £20,000 from Daphne Edwards, a long standing member of the Congregation, who had previously donated £60,000 to our roof renewal appeal. Part of this money came from Daphne's brother Brian Robinson, who for many years maintained our Organ. In recognition of this, it was agreed at the December PCC meeting to complete the organ refurbishment by adding the new stop which had already been agreed.

Anti-social behaviour in the Churchyard, especially in the secluded area North of the Church remains a problem. A meeting took place on 26 June 26 2020 between Tony Martin of Brent Cemeteries, Jon Bolter the St. John's Architect, Leslie Bevis-Smith, Nkiru Egbochuku and Robert Barker to devise a scheme which would deter undesirables, yet not present a barrier to worshippers and potential worshippers. A plan to fence off the most problematic area has been devised, but implementation depends on grant funding, applications for which are in progress.

After the Church was locked up for months, it was surprisingly free from surface dust and dirt, but it was decided that a deep clean of the Church and Community Centre should take place before re-opening. After four companies were approached, it was decided to proceed with Ecologico, who were present from 5 August 2020 to 11 August 2020. Once the process was complete, Dr Joan Telford undertook a risk assessment prior to reopening, and on 3 September 2020, the PCC met in the Church to devise a strategy to make it as safe as possible for worshippers and compile a shopping list of required items. It was also decided that there could only be a single Sunday service at 10.30 a.m., though the Thursday service would be able to continue.

Our re-opening service took place on Sunday 20 September 2020, with The Right Rev'd Pete Broadbent preaching the sermon. Transmission of the Sunday service by Zoom has continued for those who felt they should self-isolate, and an unexpected result has been that members of the Congregation living away from Wembley, have been able to join us again. This pattern of worship, much enhanced by Rev'd Ngozi's joining us in November 2020, continued for the rest of the year. With Covid-19 becoming resurgent, the church building had to be closed once again on 10 January 2021.

Financial Review

During the year ended 31 December 2020, the unrestricted incoming resources amounted to £79,672 and the unrestricted resources expended amounted to £106,846 resulting in net unrestricted outgoing resources of £27,174.

During the year ended 31 December 2020, the restricted incoming resources amounted to £18 and the restricted resources expended amounted to £4,000 resulting in net restricted outgoing resources of £3,982.

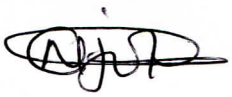
Reserves policy

At 31 December 2020, the unrestricted funds amounted to £171,747. The PCC has decided that the amount designated for structural repairs and long term maintenance of the Community Centre and for community action is maintained at £80,000.

It is the PCC aim to maintain a balance on unrestricted funds to cover at least three months unrestricted payments and also to build up reserves to fund known future significant building and maintenance works. With the amounts required for the future works now designated the General Fund is in line with this aim.

Funds in excess of the immediate requirements of the PCC are invested with the CBF Church of England Deposit Fund.

Approved by the Parochial Church Council on 28 May 2021 and signed on its behalf by



The Rev'd Chinenye Ngozi Njoku (Chairperson)

Independent Examiner's Report to the Members of the Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley

I report on the financial statements of the Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley for the year ended 31 December 2020, which are set out on pages 7 to 13.

Respective responsibilities of the Parochial Church Council and examiner

The members of the Council are responsible for preparing its annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) which give a true and fair view of the state of the church's affairs as at the end of each financial year and of its incoming resources and the application of resources for the year then ended.

In preparing those financial statements, the members of the Parochial Church Council are required to:

(a) select suitable accounting policies and then apply them consistently;

(b) make judgements and estimates that are reasonable and prudent;

(c) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the church will be able to continue to meet its objectives and continue its activities.

The members of the Parochial Church Council are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts & Reports) Regulations 2008 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The members of the Parochial Church Council consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Independent Examiner's Report to the Members of the Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley

.....continued

Basis of independent examiner's 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 members of the Parochial Church Council 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 examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the financial statements did not accord with the accounting records; or
- the financial statements did not comply with the applicable requirements concerning the form and contents of the financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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 financial statements to be reached.

Frank M Weinberg FCA, FCCA, CTA

Somers Baker Prince Kurz LLP
Chartered Accountants and Chartered Certified Accountants
Chancellors House
Brampton Lane
London
NW4 4AB

Date: 28 May 2021

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

STATEMENT OF FINANCIAL ACTIVITIES - For the year ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOMING RESOURCES						
Voluntary income	2(a)	47,156.74	0.00	0.00	47,156.74	40,818.49
Activities for generating funds	2(b)	4,167.91	0.00	0.00	4,167.91	6,840.68
Income from church activities	2(c)	27,944.23	0.00	0.00	27,944.23	88,713.01
Income from investments	2(d)	403.16	18.00	0.00	421.16	739.04
TOTAL INCOMING RESOURCES		**79,672.04**	**18.00**	**0.00**	**79,690.04**	**137,111.22**
RESOURCES EXPENDED						
Church activites	3(a)	103,327.76	4,000.00	0.00	107,327.76	148,270.74
Governance costs	3(b)	3,518.20	0.00	0.00	3,518.20	3,670.00
TOTAL RESOURCES EXPENDED		**106,845.96**	**4,000.00**	**0.00**	**110,845.96**	**151,940.74**
NET INCOMING/(OUTGOING) RESOURCES		**(27,173.92)**	**(3,982.00)**	**0.00**	**(31,155.92)**	**(14,829.52)**
NET MOVEMENTS IN FUNDS		**(27,173.92)**	**(3,982.00)**	**0.00**	**(31,155.92)**	**(14,829.52)**
Balances brought forward at 1 January 2020		**198,641.53**	**375,776.26**	**9,904.28**	**584,322.07**	**599,151.59**
Balances carried forward at 31 December 2020		**171,467.61**	**371,794.26**	**9,904.28**	**553,166.15**	**584,322.07**

The notes on pages 9 to 13 form part of these financial statements

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

BALANCE SHEET as at 31 December 2020

	Note	2020 £	2020 £	2019 £	2019 £
FIXED ASSETS					
Tangible fixed assets	4		376,584.60		388,471.94
			376,584.60		**388,471.94**
CURRENT ASSETS					
Debtors	5	17,068.50		13,679.79	
Cash at bank and short-term deposits					
Lloyds current accounts		72,455.55		93,986.42	
CBF Church of England deposit fund		99,523.22		99,102.06	
		171,978.77		193,088.48	
		189,047.27		**206,768.27**	
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	6	**(12,465.72)**		**(10,918.14)**	
NET CURRENT ASSETS			**176,581.55**		**195,850.13**
TOTAL ASSETS LESS LIABILITIES			**553,166.15**		**584,322.07**
PARISH FUNDS	7				
Unrestricted			171,467.61		198,641.53
Restricted			371,794.26		375,776.26
Endowment			9,904.28		9,904.28
Total			**553,166.15**		**584,322.07**

Approved by the Parochial Church Council on 28 May 2021 and signed on its behalf by

The Rev'd Chinenye Ngozi Njoku (Chairperson)

The notes on pages 9 to 13 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS - For the year ended 31 December 2020

1 ACCOUNTING POLICIES

Basis of accounting
The PCC is a public benefit within the meaning of FRS102. The financial statements have been prepared under the historical cost convention and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, the Charities Act 2011, 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 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

Funds
General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Voluntary income and capital sources
Collections are recognised when received by or on behalf of the PCC.
Planned giving receivable under Gift Aid is recognised only when received.
Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amounts due are quantifiable and their ultimate receipt by the PCC is reasonably certain.
Funds raised by fairs and similar events are accounted for gross. Sales of books and magazines from the church bookstall are accounted for gross.

Income from Investment
Interest entitlements are accounted for as they accrue.

Resources expended

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

Activities directly relating to the work of the Church
The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December 2020 is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets
Consecrated and beneficed property of any kind is excluded from the financial statements by section 10 of the Charities Act 2011.
Fixtures, fittings and equipment used in the church premises are depreciated on a straight-line basis over four years. Individual items of fixtures, fittings and equipment with a purchase price of less than £1,250 are written off when the individual assets are acquired.
Church hall is depreciated on a straight line basis over the expected useful life of one hundred years.

Current assets
Amounts owing to the PCC at 31 December 2020 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

NOTES TO THE FINANCIAL STATEMENTS - For the year ended 31 December 2020

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
2	**INCOMING RESOURCES**					
2(a)	Voluntary income					
	Planned giving :					
	Gift aid donations	20,000.00			20,000.00	26,000.00
	Other	1,813.50			1,813.50	2,296.77
	Tax recoverable	5,000.00			5,000.00	6,500.00
	Tax over/(under) recovered (prior years)	(1,072.24)			(1,072.24)	(22.07)
	Repayment interest on tax recovered	0.00			0.00	27.01
	Collections (open plate)	985.48			985.48	4,692.41
	Donations (unrestricted) / Appeals	0.00			0.00	422.37
	Sundry donations	430.00			430.00	902.00
	Legacies	20,000.00			20,000.00	0.00
		47,156.74	0.00	0.00	47,156.74	40,818.49
2(b)	Activities for generating funds					
	Events	844.43			844.43	3,544.51
	Power generation	3,323.48			3,323.48	3,296.17
		4,167.91	0.00	0.00	4,167.91	6,840.68
2(c)	Income from operating activities to further the work of the Church					
	Lettings income	27,826.49			27,826.49	88,490.01
	Church fees	117.74			117.74	223.00
		27,944.23	0.00	0.00	27,944.23	88,713.01
2(d)	Income from Investments					
	CBF fund Interest	403.16	18.00		421.16	739.04
		403.16	18.00	0.00	421.16	739.04
Total incoming resources		**79,672.04**	**18.00**	**0.00**	**79,690.04**	**137,111.22**

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
3	**RESOURCES EXPENDED**					
3(a)	Church activities					
	Missionary and charitable giving	0.00			0.00	950.00
	Ministry: London Diocesan Fund	33,835.00			33,835.00	59,483.00
	Other ministry costs	1,094.27			1,094.27	5,926.93
	Sequestration rebate	0.00			0.00	(3,394.25)
	Musicians and music	1,418.00			1,418.00	4,300.99
	Organ restoration/maintenance	648.00			648.00	192.00
	Church and grounds repairs	1,779.00			1,779.00	1,695.29
	Church heating, lighting and water	3,003.10			3,003.10	6,369.42
	Church insurance	3,836.91			3,836.91	3,480.71
	Church security costs	939.95			939.95	48.32
	Bank charges	255.24			255.24	483.84
	Church general expenses	967.46			967.46	1,402.51
	Church hall running costs					
	Administration	48.00			48.00	5,658.00
	Salary, NI and pension	12,667.72			12,667.72	3,120.00
	Job retention scheme grant	(2,761.18)			(2,761.18)	0.00
	Printing, postage and stationery	2,285.63			2,285.63	1,866.83
	Telephone and internet	1,946.97			1,946.97	2,048.27
	Caretaker	2,720.50			2,720.50	3,094.00
	Cleaning	3,760.50			3,760.50	5,061.40
	Electricity	4,292.49			4,292.49	4,771.29
	Gas	1,579.43			1,579.43	1,481.09
	Insurance	1,897.11			1,897.11	1,846.00
	Maintenance	7,601.84			7,601.84	13,036.07
	Safety and security	6,764.79			6,764.79	3,230.97
	Sundry expenses	497.97			497.97	500.00
	Supplies	817.02			817.02	448.01
	Waste	3,047.39			3,047.39	3,581.70
	Water	397.82			397.82	1,266.67
		47,564.00			47,564.00	51,010.30
	Junior church work expenses	0.00			0.00	385.50
	Outreach expenses	0.00			0.00	280.48
	Printing and stationery	99.49			99.49	232.56
	Depreciation on church furniture and equipment	7,887.34			7,887.34	11,423.14
	Depreciation on church hall		4,000.00		4,000.00	4,000.00
		103,327.76	4,000.00	0.00	107,327.76	148,270.74
3(b)	Governance costs					
	Legal and professional fees	328.20			328.20	360.00
	Accountancy fees (under-provided)	0.00			0.00	120.00
	Accountancy fees	3,190.00			3,190.00	3,190.00
		3,518.20	0.00	0.00	3,518.20	3,670.00
Total resources expended		**106,845.96**	**4,000.00**	**0.00**	**110,845.96**	**151,940.74**

NOTES TO THE FINANCIAL STATEMENTS - For the year ended 31 December 2020

4 FIXED ASSETS

Tangible fixed assets

	Unrestricted funds	Restricted funds	Total funds
	Church Furniture and Equipment	Church Hall	
	£		Total £
Cost			
At 1 January 2020	45,692.56	400,000.00	445,692.56
At 31 December 2020	45,692.56	400,000.00	445,692.56
Depreciation			
At 1 January 2020	25,220.62	32,000.00	57,220.62
Charge for the year	7,887.34	4,000.00	11,887.34
At 31 December 2020	33,107.96	36,000.00	69,107.96
Net book values			
At 31 December 2020	12,584.60	364,000.00	376,584.60
At 31 December 2019	20,471.94	368,000.00	388,471.94

The expenditure in respect of St John's Community Centre has been capitalised and treated as restricted because the contribution made by The Incorporated Trustees of Workmen's Hall in 2010 was on the basis that on the completion of the Community Centre, an underlease would be granted by Asra Greater London Housing Association Limited to the London Diocesan Fund (as trustee of the Parochial Church Council of Ecclesiastical Parish of St. John, Wembley) for a term of 125 years from 25 December 2009.

5 DEBTORS

	2020 £	2019 £
Tax recoverable (Gift aid)	10,427.76	6,500.00
Church insurance prepaid	283.48	278.04
CCLI licences prepaid	733.43	0.00
Church security costs prepaid	358.71	355.20
Church hall insurance prepaid	1,644.65	1,629.99
Church hall running costs prepaid	934.37	306.22
Church hall income accrued	0.00	1,314.17
Power generation (Feed in Tariff) income accrued	2,686.10	3,296.17
	17,068.50	**13,679.79**

6 LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Common Fund (The London Diocesan Fund)	2,000.00	0.00
Other ministry costs	0.00	1,302.87
Musicians and music	0.00	336.00
Organ restoration/maintenance	456.00	0.00
Church roof repairs	1,432.74	1,432.74
Church heating, lighting and water	586.28	874.84
Church general expenses	61.16	0.00
Church hall running costs	4,739.54	2,781.69
Church hall refund of deposit	0.00	1,000.00
Accountancy fees	3,190.00	3,190.00
	12,465.72	**10,918.14**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN, WEMBLEY

NOTES TO THE FINANCIAL STATEMENTS - For the year ended 31 December 2020

7 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets				
Tangible fixed assets				
Church furniture and equipment	12,584.60	0.00	0.00	12,584.60
Church hall	0.00	364,000.00	0.00	364,000.00
	12,584.60	364,000.00	0.00	376,584.60
Current Assets				
Designated Funds				
Structural repairs and long term maintenance of the community centre and for community action	80,000.00	0.00	0.00	80,000.00
General Fund	91,348.73	7,794.26	9,904.28	109,047.27
	171,348.73	7,794.26	9,904.28	189,047.27
Current Liabilities				
General Fund	(12,465.72)	0.00	0.00	(12,465.72)
	171,467.61	**371,794.26**	**9,904.28**	**553,166.15**

8 FUND DETAILS

	1 Jan 2020	Incoming Resources	Resources Expended	Transfers	31 Dec 2020
Unrestricted Funds					
Structural repairs and long term maintenance of the community centre and for community action	80,000.00	0.00	0.00	0.00	80,000.00
General Fund	118,641.53	79,672.04	(106,845.96)	0.00	91,467.61
	198,641.53	79,672.04	(106,845.96)	0.00	171,467.61
Restricted Funds					
Woolley Trust Fund	726.26	18.00	0.00	0.00	744.26
Sudbury, Wembley & Alperton Youth project	7,050.00	0.00	0.00	0.00	7,050.00
Community Hall	368,000.00	0.00	(4,000.00)	0.00	364,000.00
	375,776.26	18.00	(4,000.00)	0.00	371,794.26
Endowment Funds					
Woolley Trust Fund	9,904.28	0.00	0.00	0.00	9,904.28
	9,904.28	0.00	0.00	0.00	9,904.28
Parish Funds	584,322.07	79,690.04	(110,845.96)	0.00	553,166.15

The restricted funds comprise the dividends and interest of £744.26 received from the Woolley Trust Fund, restricted donations of £7,050.00 and the contribution of £400,000 from the Workmen's Hall Trust (registered charity number 210454) less accumulated depreciation.

The endowment fund comprises the Woolley Trust Fund.

9 POST BALANCE SHEET EVENTS

The voluntary income and the income from church activities had been significantly affected by the impact of COVID-19 in 2020 and 2021 due to restrictions on church services and letting of the community centre.