

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
ST JOHNS CHURCH, UPPER NORWOOD**

Hartley Fowler LLP
Chartered Accountants
4th Floor Tuition House
27-37 St George's Road
Wimbledon
London
SW19 4EU

ST JOHNS CHURCH, UPPER NORWOOD

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FOR THE YEAR ENDED 31 DECEMBER 2023**

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ST JOHNS CHURCH, UPPER NORWOOD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

The members of the Parochial Church Council (the trustees) confirm that the annual report and financial statements of the charity have been prepared in accordance with the accounting policies set out in note 1 and comply with the Charities Act 2011, the requirements of the charity's governing body and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial reporting Standard 102.

AIM AND PURPOSES

St John the Evangelist Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, The Reverend John Pritchard, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance and upkeep of the buildings associated with St John the Evangelist Church, Upper Norwood

OBJECTIVES AND ACTIVITIES

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St John's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

Significant activities

Concurrent with this trustees' annual report, we are publishing under separate cover detailed reports concerning church activities both new and ongoing during 2023 from the incumbent, Father John Pritchard, the churchwardens and individual members of the PCC and the congregation responsible for particular activities and events. These provide a full account of all activities that have taken place in the parish during the year, explain how the objectives of the PCC have been achieved, and how members of the parish have been helped thereby

Public benefit

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

- o Worship and prayer, learning about the Gospel and developing their knowledge and trust in Jesus.
- o Provision of pastoral care for people living in the parish.
- o Missionary and outreach work.

FINANCIAL REVIEW

Financial position

Details of the income and expenditure for the year are set out in the Statement of Financial Activities on page of the Financial Statements and in the notes to the accounts.

Reserves policy

The PCC seeks to maintain a sufficient level of reserves to support the day to day operations of St John's and to meet such contingencies as might be reasonably foreseen.

The PCC's policy over a number of years has been to designate all its reserves to help pay for the urgent maintenance and repair projects which regularly can be expected to arise on the grade 2* listed church building, now listed as at risk by English Heritage, with the aim to keep the building safe for continued public use.

Lambourne Trust

The church benefitted from £3,500 received in the year from income accrued from investments held by CCLA from a legacy received some years ago to support the training and education of assistant clergy at St John's. The total funds held amounted to £239,268 at 31 December 2023 (2022 £228,016). These figures have not previously or in the current year been reflected in the overall funds of the PCC but the basis on which these funds are held is to be reviewed for the 2024 accounts as it is felt these may constitute a separate restricted or endowment fund under the control of the PCC.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a registered charity.

ST JOHNS CHURCH, UPPER NORWOOD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The method of appointment of PCC members is set out in the Church Representation Rules. At St John's the membership of the PCC consists of the Vicar, The Reverend John Pritchard, the churchwardens, the Treasurer, Deanery Synod representatives and members elected by those members of the congregation who are on the electoral roll of the parish.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

Risk management

The trustees have a duty to identify and review the risks to which the Parochial Church Council (PCC) is exposed and to ensure appropriate controls are in place to safeguard the assets and to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1144047

Principal address

2 Sylvan Road
Upper Norwood
London
SE19 2RX

Trustees

W Bagshaw
A Barrett
R Blakeborough
N Bucknall - Churchwarden
R Hall - Churchwarden
Ms S Ikediashi
Ms A Lisk
Revd J Pritchard - Vicar
T G Roberts - Honorary Treasurer
M Robertson
O Sawyerr
J Stephens - Deanery Synod member
Mrs M Stephens - PCC Secretary
J Weekes
Ms K Wheble
Damon Brash *
Emily Owen*
Claudia Noel*
Robert Barber* Deanery Synod member
*Elected 1st May 2023

Independent Examiner

Jonathan Askew
Hartley Fowler LLP
Chartered Accountants
4th Floor Tuition House
27-37 St George's Road
Wimbledon
London
SW19 4EU

ST JOHNS CHURCH, UPPER NORWOOD

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023**

Approved by order of the board of trustees on 13 June 2024 and signed on its behalf by:

R Hall - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST JOHNS CHURCH, UPPER NORWOOD

Independent examiner's report to the trustees of St Johns Church, Upper Norwood

I report to the charity trustees on my examination of the accounts of St Johns Church, Upper Norwood (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jonathan Askew

Hartley Fowler LLP
Chartered Accountants
4th Floor Tuition House
27-37 St George's Road
Wimbledon
London
SW19 4EU

29 June 2024

ST JOHNS CHURCH, UPPER NORWOOD**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		192,764	-	192,764	261,605
Charitable activities					
Ministry		6,066	-	6,066	9,466
Other charitable activities	2	63,155	-	63,155	47,239
Investment income	3	8,693	-	8,693	9,194
Total		<u>270,678</u>	<u>-</u>	<u>270,678</u>	<u>327,504</u>
EXPENDITURE ON					
Raising funds		5,708	-	5,708	3,355
Charitable activities					
Ministry		146,268	-	146,268	258,695
Church running costs		68,694	-	68,694	69,251
Music		27,992	-	27,992	37,314
Restoration and improvements		-	60,411	60,411	-
Total		<u>248,662</u>	<u>60,411</u>	<u>309,073</u>	<u>368,615</u>
NET INCOME/(EXPENDITURE)		22,016	(60,411)	(38,395)	(41,111)
RECONCILIATION OF FUNDS					
Total funds brought forward		383,413	95,417	478,830	519,941
TOTAL FUNDS CARRIED FORWARD		<u>405,429</u>	<u>35,006</u>	<u>440,435</u>	<u>478,830</u>

The notes form part of these financial statements

ST JOHNS CHURCH, UPPER NORWOOD**BALANCE SHEET
31 DECEMBER 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	6	113,724	-	113,724	121,246
Heritage assets	7	33,488	-	33,488	33,488
Investments	8	78,666	-	78,666	82,590
		<u>225,878</u>	<u>-</u>	<u>225,878</u>	<u>237,324</u>
CURRENT ASSETS					
Stocks	9	1,000	-	1,000	1,000
Debtors	10	11,370	-	11,370	-
Cash at bank and in hand		170,205	35,006	205,211	256,881
		<u>182,575</u>	<u>35,006</u>	<u>217,581</u>	<u>257,881</u>
CREDITORS					
Amounts falling due within one year	11	(3,024)	-	(3,024)	(16,375)
NET CURRENT ASSETS		<u>179,551</u>	<u>35,006</u>	<u>214,557</u>	<u>241,506</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>405,429</u>	<u>35,006</u>	<u>440,435</u>	<u>478,830</u>
NET ASSETS		<u>405,429</u>	<u>35,006</u>	<u>440,435</u>	<u>478,830</u>
FUNDS	12				
Unrestricted funds				405,429	383,413
Restricted funds				35,006	95,417
TOTAL FUNDS				<u>440,435</u>	<u>478,830</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 13 June 2024 and were signed on its behalf by:

R Hall - Trustee

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. ACCOUNTING POLICIES

Basis of preparation of the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared under the Church Accounting Regulations 2006, in accordance with applicable accounting standards (FRS 102) and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities (FRS 102) and also in accordance with the Charities Act 2011.

Accounting convention

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets such as investments which are carried at market value.

Incoming resources

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Resources expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Consecrated Land and Buildings

Consecrated land and buildings are not included in the accounts of the PCC in accordance with s.10(2)(a) and (c) of the Charities Act 2011 as these are vested in the incumbent.

Parish Hall

The parish hall was valued in 1998 by Messrs Stuart Edwards Fullermoon (Chartered Surveyors) at £115,000 of which £20,000 was attributed to the land. The Trustees decided that the portion of the valuation attributable to the buildings and any subsequent improvements thereto would be depreciated based upon a 30 year life.

Other Fixed Assets

Other fixed assets are capitalised where their cost exceeds £1,000 are depreciated over their estimated useful life on a straight line basis. Liturgical Furnishings are to be depreciated over an estimated life of 20 years.

Heritage assets

Heritage assets are tangible assets with historical or artistic qualities that are held and maintained principally for their contribution to knowledge and culture. Such assets are recorded at cost where this can be identified and are not depreciated.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds are income funds which are to be spent on the PCC's general purposes and can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purpose within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

ST JOHNS CHURCH, UPPER NORWOOD**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023****2. OTHER CHARITABLE ACTIVITIES**

	2023	2022
	£	£
Fundraising and event income	5,242	10,590
Income from hire of church and other buildings	57,913	36,649
	<u>63,155</u>	<u>47,239</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Dividends received	7,725	7,827
Deposit account interest	968	1,367
	<u>8,693</u>	<u>9,194</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	162,627	98,978	261,605
Charitable activities			
Ministry	9,466	-	9,466
Other charitable activities	47,239	-	47,239
Investment income	9,194	-	9,194
Total	<u>228,526</u>	<u>98,978</u>	<u>327,504</u>
EXPENDITURE ON			
Raising funds	3,355	-	3,355
Charitable activities			
Ministry	126,142	132,553	258,695
Church running costs	69,251	-	69,251
Music	37,314	-	37,314
Total	<u>236,062</u>	<u>132,553</u>	<u>368,615</u>
NET INCOME/(EXPENDITURE)	(7,536)	(33,575)	(41,111)
RECONCILIATION OF FUNDS			
Total funds brought forward	390,949	128,992	519,941

ST JOHNS CHURCH, UPPER NORWOOD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
TOTAL FUNDS CARRIED FORWARD	<u>383,413</u>	<u>95,417</u>	<u>478,830</u>

6. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Liturgical furnishings £	Totals £
COST				
At 1 January 2023 and 31 December 2023	<u>115,000</u>	<u>53,061</u>	<u>57,821</u>	<u>225,882</u>
DEPRECIATION				
At 1 January 2023	76,672	16,710	11,254	104,636
Charge for year	<u>3,167</u>	<u>1,768</u>	<u>2,587</u>	<u>7,522</u>
At 31 December 2023	<u>79,839</u>	<u>18,478</u>	<u>13,841</u>	<u>112,158</u>
NET BOOK VALUE				
At 31 December 2023	<u>35,161</u>	<u>34,583</u>	<u>43,980</u>	<u>113,724</u>
At 31 December 2022	<u>38,328</u>	<u>36,351</u>	<u>46,567</u>	<u>121,246</u>

7. HERITAGE ASSETS

Heritage assets include the Comper Cope which is considered to be a heritage asset after having been restored over a period of several years, and the Statue of Our Lady of Walsingham made for St John's in 2019 and placed in the Lady Chapel and paintings that have been restored. The value included in the accounts is the cost of these exceptional items because they are not considered to have a finite useful life and are therefore not depreciated.

8. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 January 2023	82,590
Revaluations	<u>(3,924)</u>
At 31 December 2023	<u>78,666</u>
NET BOOK VALUE	
At 31 December 2023	<u>78,666</u>
At 31 December 2022	<u>82,590</u>

There were no investment assets outside the UK.

ST JOHNS CHURCH, UPPER NORWOOD**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023****8. FIXED ASSET INVESTMENTS - continued**

Cost or valuation at 31 December 2023 is represented by:

	Listed investments £
Valuation in 2022	82,590
Valuation in 2023	(3,924)
	<u>78,666</u>

9. STOCKS

	2023 £	2022 £
Stocks	<u>1,000</u>	<u>1,000</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Prepayments and accrued income	<u>11,370</u>	<u>-</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other creditors	<u>3,024</u>	<u>16,375</u>

12. MOVEMENT IN FUNDS

	At 1/1/23 £	Net movement in funds £	At 31/12/23 £
Unrestricted funds			
General fund	383,413	22,016	405,429
Restricted funds			
Church restoration fund	87,387	(60,411)	26,976
Margaret Riches Fund	8,030	-	8,030
	<u>95,417</u>	<u>(60,411)</u>	<u>35,006</u>
TOTAL FUNDS	<u>478,830</u>	<u>(38,395)</u>	<u>440,435</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023
12. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	270,678	(248,662)	22,016
Restricted funds			
Church restoration fund	-	(60,411)	(60,411)
TOTAL FUNDS	<u>270,678</u>	<u>(309,073)</u>	<u>(38,395)</u>

Comparatives for movement in funds

	At 1/1/22 £	Net movement in funds £	At 31/12/22 £
Unrestricted funds			
General fund	390,949	(7,536)	383,413
Restricted funds			
Church restoration fund	120,893	(33,506)	87,387
Margaret Riches Fund	8,099	(69)	8,030
	<u>128,992</u>	<u>(33,575)</u>	<u>95,417</u>
TOTAL FUNDS	<u>519,941</u>	<u>(41,111)</u>	<u>478,830</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	228,526	(236,062)	(7,536)
Restricted funds			
Church restoration fund	98,978	(132,484)	(33,506)
Margaret Riches Fund	-	(69)	(69)
	<u>98,978</u>	<u>(132,553)</u>	<u>(33,575)</u>
TOTAL FUNDS	<u>327,504</u>	<u>(368,615)</u>	<u>(41,111)</u>

ST JOHNS CHURCH, UPPER NORWOOD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.