

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE ANNUNCIATION BRYANSTON STREET, ST MARYLEBONE

England & Wales · Charity number 1146634

Details

Other names	THE ANNUNCIATION MARBLE ARCH PCC
Status	Registered
Legal form	Previously excepted
Registered	2012-03-28
Register	View on the Charity Commission register

Contact

Address	Church Of The Annunciation Bryanston Street London W1H 7AH
Phone	020 7723 6434
Website	www.annunciationmarblearch.org.uk

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: The Annunciation Marble Arch is a Church of England parish church in Central London. It has an active congregation, regular acts of worship and a church school. The church building is listed Grade 2* and is open most days for people to visit and use for private prayer. The church hosts regular community events, such as concerts and exhibitions, as well as events for the deaf community.

Classification

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

Geography

- City Of Westminster

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£261,961	£358,637	-	-
2024-12-31	£313,827	£379,373	-	-
2023-12-31	£260,150	£202,039	-	-
2022-12-31	£176,207	£174,951	-	-
2021-12-31	£200,282	£85,259	-	-
2020-12-31	£173,023	£200,914	-	-

Trustees

Name	Role	Appointed
Revd Dr Lincoln Harvey	Chair	2021-05-04
David De Kervern		2018-04-24
GAVIN MONK		2012-04-29
Lee Wu		2024-04-15
Maria Kastani		2018-04-24
Michael Mohammed		2018-04-24
Nipha Tinto		2025-05-11
Olufunke Ajenifuja		2021-11-01
Rachel Slingsby		2023-05-21
SIMON THOMAS THWAITES		2012-02-22
STEVE PHILLIPS		2012-02-22
Stelios Solomou		2023-05-21
Therese Bak		2025-05-11
VLADKA ORIANA THWAITES		2012-02-22

Accounts

Charity registration number: 1146634

The PCC of The Annunciation Bryanston Street

Annual Report and Financial Statements

for the Year Ended 31 December 2025

Field Sullivan Limited
9 Hare and Billet Road
London
SE3 0RB

The PCC of The Annunciation Bryanston Street

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The PCC of The Annunciation Bryanston Street

Reference and Administrative Details

Chairman	Revd Dr Lincoln Harvey
Trustees	Olufunke Ajenifuja Therese Bak David De Kervern Maria Kastani Michael Mohammed Gavin Monk Steve Phillips Rachel Slingsby Stelios Solomou Simon Thwaites Vladka Thwaites Nipha Tinto Lee Wu
Charity Registration Number	1146634
Principal Office	Church of The Annunciation Bryanston Street London W1H 7AH
Independent Examiner	Field Sullivan Limited 9 Hare and Billet Road London SE3 0RB
Bankers	CCLA Senator House 85 Queen Victoria Street London EC4V 4ET M&G Charity Department PO Box 9038 Chelmsford CM99 2XF HSBC Bank Plc 196 Oxford Street London W1D 1NT

The PCC of The Annunciation Bryanston Street

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2025.

Aims and purposes

The Annunciation's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, Fr Lincoln Harvey, in promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Compliance

The PCC have considered the Charity Commission's guidance on public benefit, and in particular 'charities for the advancement of religion.' The PCC has also complied with section 5 of the Safeguarding and Clergy Discipline Measure 2016, recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Reference and administrative information

The Annunciation is situated in Bryanston Street in Marble Arch, just off Oxford Street in the West End of London. It is part of the Diocese of London within the Church of England. The correspondence address is: The Church of Annunciation, Bryanston Street, London W1H 7AH. The Parochial Church Council of The Annunciation is a charity registered with the Charity Commission with charity number 1146634.

PCC members who have served at any time from 1 January 2025 until the date this report was approved are:

Ex Officio

Incumbent: Fr Lincoln Harvey (Chairman)

Church Wardens: Michael Mohammed; Steve Phillips

Elected Members

Olufunke Ajenifuja (Secretary)

Therese Bak (Elected May 2025)

Vincent Forestier (Until May 2025)

Maria Kastani

David De Kervern (Deanery Synod Rep)

Gavin Monk

Rachel Slingsby

Stelios Solomou

Simon Thwaites

Vladka Thwaites

Nipha Tinto (Elected May 2025)

Lee Sungwah Wu

Additional Parish Roles:

Children & Families Worker: Jasmine Cullingford

Director of Music: Christopher Saward (Until December 2025)

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

Electoral Roll Officer: Therese Bak; Majed Najjar (Until April 2025)

Parish Safeguarding Officer: Jasmine Cullingford

Premises Manager & Verger: Gavin Monk

Honorary Treasurer: Steve Phillips; Majed Najjar (Until April 2025)

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent (the vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and can stand for election to the PCC. At the APCM in May 2025, 102 people were recorded on the church's Electoral Roll (which was renewed during 2025).

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. The PCC met six times during 2025. Given its wide responsibilities, the PCC also has a Standing Committee to deal with matters arising between its meetings, and the Standing Committee met an additional four times during the year. The Standing Committee is responsible to the PCC and reports back to it regularly with matters discussed and decisions made as necessary.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship in church, to develop their faith, and to build up a sense community within the parish. The PCC therefore maintains an overview of worship and activities and makes suggestions on how these can involve the many groups who live or work locally, as well as those visiting the neighbourhood. Regular religious services are central to the life of the church, and include elements of prayer, scripture, music, sacraments, preaching, and teaching, all of which enable the Christian faith to be put into practice for the benefit of the community. The church also runs various community events, which include musical concerts and BSL events for the Deaf Community, as well as developing close links with the parish VA school, Hampden Gurney CofE Primary School, and with Wetherby School. The church also provides pastoral care to those in need of support.

The PCC is continually looking for new ways, within its capacity and resources, to build up its parish life, for example investing in our provision for young children and parents, as well as the Deaf community. To help finance such activities, the PCC makes use of its main asset, the church building, to raise the necessary income. This is done primarily by letting part of the crypt and a section of the west end of the building to Bryanston Nursery, who offer day care to children from 7am-7pm, Monday-Friday each week. The rest of the building is regularly let out to other users. To facilitate these uses of the building, the parish regularly undertakes work to maintain and, where possible, enhance the church building and its facilities.

Achievements and Performance: Church Life

The Church of the Annunciation is dedicated to the "Annunciation of our Lord to the Blessed Virgin Mary" (Luke 1.26-38). As a result, the church seeks to inhabit this part of the gospel story for the benefit of the community, in effect manifesting its foundational charism. As a result, the key features of the biblical story of the Annunciation are lived out on a day-to-day basis.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

For example, the story of the Annunciation celebrates the good news of Mary's child. Children are therefore at the heart of our common life as a church, as we believe we are called to celebrate the good news of each and every child in the community. In addition, "annunciation" literally means "announcement", and so the church seeks to announce the good news, using spoken word, liturgy, music, and song to articulate the beauty, truth, and goodness of the divine and human life. Given the building's proximity to Speakers Corner – a section of Hyde Park famous for debating life's meaning – we believe it is important to provide a public space for thought-provoking events such as lectures, exhibitions, and debates. However, the biblical story of the Annunciation is more mysterious than this. It was the Angel Gabriel who brought the good news to Mary. The angelic nature of the announcement expands our understanding of communication beyond mere audible words. This inspires our developing work with the Deaf community, as well as our engagement with music and the arts. In effect, our understanding of what it means *to be Annunciation* informs all that we do as a church.

With all this in mind, the church is open from 10am-6pm, Monday to Friday, in order to provide a quiet and peaceful space for the public amidst the hustle and bustle of London's West End. People come into the church to take a breath, reflect or pray, or simply to enjoy the architectural splendour of the church building with all its fine fixtures, fittings, and features, and we have seen an increased number of guided walks visiting the site, including one by the Decorative Arts Society. A spoken midweek Mass is also offered each day during the week, creating a quiet and reflective environment for worship and prayer for those who visit or work in the area. There are also opportunities for everyone to engage in more dramatic forms of worship, primarily through the offering of a Sung Mass on Sunday mornings and occasional High Feasts. Our Sung Mass is popular with the local community, as well as attracting visitors from the nearby hotels. The provision of a professional choir at this service is very much appreciated by those who come.

Services were well attended during 2025. Attendance on Sundays is measured during the month of October and formally recorded on the parish return to the Diocese of London and the Church of England. The average figure recorded for Sundays in October 2025 was 130. Given the frequency of individual attendance (and fluctuations throughout the year, especially during school holidays), the October average leads to the calculation that the "worshipping community" at the Annunciation now numbers 300 people. The congregation is remarkably diverse, with many different first languages being spoken. But it is drawn predominantly from the local neighbourhood and it includes many young children.

As part of its work for the community, the PCC provides a free Sunday School at its weekly Sung Mass. Sunday School is attended by a significant number of local children, with an average attendance of around fifty children a week during 2025 (many of whom come twice monthly). This means that around 90-100 children were attending our services regularly during 2025, with over 2200 attendances recorded. Our large Sunday School is resourced by a team of dedicated local volunteers, who generously help to run the weekly event or work behind the scenes to make it possible, e.g. preparing arts and crafts for the children's activities. The PCC also employs a part-time Children and Families Worker to focus on teaching and activities for the popular 7+ age group. To help resource this important work with the older children, the church received a grant of £2,000 from the St Giles and St George Charity and a grant of £2,500 from the Lady Peel Legacy Trust in 2025. The trustees are grateful to both charities for their support of our work.

Given the high number of children attending our church, the PCC gives careful thought to how it can enable everyone in the community to celebrate the key High Feasts. Provision over the Christmas period, for example, is designed so that local families can celebrate the Nativity at an early evening Sung Mass on Christmas Eve. Our family-friendly version of a traditional Midnight Mass continues to prove popular. 164 people attended on Christmas Eve 2025, which included 48 children. Easter Day was also well attended, with 173 people in church for the Sung Mass, which included 58 children. The children were able to enjoy an Easter Egg hunt after the liturgy finished.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

The church's work with children extends beyond Sunday mornings and High Feasts. Hampden Gurney CofE Primary School remains at the very centre of our parish life. The Vicar is Chairman of the school's Governing Body and two PCC Trustees also currently serve as Governors. In addition, a weekly Mass is celebrated with the children and teachers. There is significant overlap between the life of the church and the life of the school, thereby creating a strong sense of community spirit in the local area. This is evident on numerous occasions. For example, we celebrate an annual "Blessing of the Backpacks" before the start of each new school year, with the community praying for those embarking on the next step in their education. We also celebrated the Feast of the Annunciation in March, when teachers, children, parents, and governors celebrated our Feast of Title in church. Beyond our work with Hampden Gurney School, we also enjoy welcoming Wetherby School into church each Friday morning for their weekly assembly and act of worship, as well as for their annual Carol Services and seasonal Concerts. If our work with schools is considered alongside our Sunday School provision, it means around 650 local children are engaging with the church on a regular basis during term time.

Given so many children make up our church community, we were delighted to partner with our new neighbours at the Moco Museum in 2025 to run a poster competition for local children. Entries were judged by a panel drawn from the PCC and Moco staff, with prizes awarded at a special ceremony in church following the Sung Mass with Hampden Gurney School on The Feast of the Annunciation. The winning posters have now been professionally printed and are used to advertise our Sunday Mass and Sunday School. The trustees are grateful to the Moco Museum for their generosity and support.

As this account of the year shows, we seek to celebrate the good news of every child here in Marble Arch. Yet the life of the church extends beyond our work with children, as central as that is. As well as our regular services, the church enables our community to celebrate and thank God at each of the significant milestones in a person's life through the provision of occasional offices. For example,

- Baptism enables us to give thanks for the gift of new life;
- Confirmations enable people to claim baptism promises as their own;
- Marriage is an act in which public vows are exchanged with God's blessing;
- Funeral services enable friends and family to express their grief and give thanks for a life as they commend the person to God's gracious keeping.

Though there were no weddings or funerals held during 2025, we did celebrate fourteen baptisms in church (including six adults), as well as seeing three young people Confirmed by The Rt Revd Rob Wickham at our Sung Mass on the Feast of St Peter and St Paul in June.

As well as these occasional offices, the church keeps a calendar of major services. This included a Harvest Festival in October (where donations were collected for the Marylebone Project to support their work with homeless women locally) and the annual Act of Remembrance in November. The church also continued its work with the London and Southwark Deaf Church during 2025, again running a successful Christmas Carol service (with over 100 people attending) and developing an annual programme of events for the Deaf Community to mark significant moments in the Christian year. Our work with the Deaf community is now very much at the heart of our community life and the PCC has plans to develop this work further over the coming years, with the Vicar therefore beginning his accredited studies in BSL in November 2025. More will be said about our work with the Deaf community below in the section on our "Sharing our Future" project.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

To make all this possible, the church depends on volunteers to serve alongside its small staff team. The PCC would like to thank everyone who volunteered to help in 2025. We are grateful to the dedicated teams of Sunday School Leaders and Altar Servers and Refreshment Teams who generously devoted time and resources to the benefit of our local community. As always, there were some changes within the teams over the course of the year, not least because many people move out of central London each year and many newcomers arrive. Yet the most notable change was the retirement of Christopher Saward as our Director of Music in December. Since 1992, Christopher had devoted himself to ensuring our church enjoyed the finest music, playing our organ and directing our choir at our parish services. We therefore celebrated Christopher's tenure as Director of Music at a special reception after Mass in mid-December, where speeches were made and gifts were given, as well as everyone enjoying a celebratory piano recital given by Christopher.

Of course, not everything in church is a public event, nor is it a celebration. Fr Lincoln visits those who request pastoral support in the parish. For example, he visits those who are dying, are sick, wish to make their confession, or who seek God's blessing on their home. In addition, some members of the parish are unable to attend church services, so an online service of Compline was offered each week in 2025 to provide access to anyone who wants to pray remotely. To fulfil its vision and facilitate the aims and purposes of our church it is important that the PCC encourages people to visit and make use of our services. The electronic parish newsletter is therefore distributed weekly to all its subscribers and is also made available to the general public on the church's website. This newsletter keeps people informed of forthcoming services and public events, as well as providing a prayer list for intercessions and regular invitations to seek pastoral care. The church also publicises forthcoming events on its external and internal noticeboards, and advertises its activities through social media channels and local networks, such as the parish school's mailings or the Marble Arch BID app.

As a result, the church building was well used during 2025, and not just for religious activities. For example, we continued to work closely with London Town Chamber Fest to offer a series of concerts to the public, as well as hosting other musical events (including concerts by I Maestri, Evoke, and Pegasus Choirs). We also hosted a series of concerts in November entitled Music in Exile, and there were an increased number of concerts for children studying at local schools (such as Maria Vraka Music Academy, Ceylan Rogers Music School, and Music Lessons Marylebone). In addition, we also hosted musical groups for younger children, with Music360's Toddler Music Academy running regularly. Many of these groups are now running regular events at the Annunciation.

2025 also saw an increased number of one-off events, including the building being hired as a base for a film company working in Hyde Park and for Revive Collagen's celebration of their millionth donation to the Vitamin Angels charity. The Art & Christianity Annual Lecture was also held in March 2025. Melanie Keen, Director of the Wellcome Collection explored the Ancient Art of Mothering, and her lecture included reflections on the painting of The Virgin of Guadalupe. This event led the PCC to reflect on the disjunction between the fixtures and fittings in the church building and the diversity of the church community. We therefore sought support from the Racial Justice Unit of the Church of England, who awarded a grant of £4,500 to commission a new piece of art that will be more representative of our church community. A subcommittee of the PCC is now working with Laura Moffatt at Art & Christianity to commission an artist to create a new banner, "Celebrating the Annunciation", which will hang in the north aisle.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

These various activities have helped draw in much needed funds, which in turn are absorbed into the running costs and upkeep of the building. Remedial work at high level has again been necessary to ensure the building remains safe during 2025, and various issues have been addressed to keep aspects of the building in good working condition. For example, we again made use of the "Gutter Maintenance Scheme" to ensure water runs freely from the building and have also repaired the church bell. This repair was enabled by the generosity of benefactors within the church congregation, as well as a successful Bake Sale that was run by volunteers after Mass on a Sunday in July. The bell is again working, being rung on the hour when the church is open, as well as during the Liturgy and for the Angelus. We also raised funds to improve our Sunday School provision in 2025, including creating better storage for all the materials and equipment that we use, as well as investing in software to help manage the registration of children. We were also pleased to receive a grant from the Archbishop's Council as part of the Church of England's Net-Zero Decarbonization project, which will enable us to install energy efficient lighting in the nave during 2026. Pipework and a toilet facility have also been repaired during 2025.

Most significant of all, good progress has been made to address issues identified in our Quinquennial Inspection in 2021. Though the church building currently remains on Historic England's "At Risk Register", significant funding was secured in 2025 for development phase of the "Sharing Our Future" project.

Sharing our Future Project

Made possible by National Lottery players, development funding of £447,000 for the "Sharing Our Future" project was awarded by the National Lottery Heritage Fund in September 2025 to help the church progress its plans to apply for a full National Lottery grant of £2.3million in 2027. The "Sharing our Future" project aims to restore our much-loved Grade II* listed church in the heart of London's West End, and also create a hub for the Deaf community, bringing it back to its historic home in the West End. The first purposely built church for the Deaf community opened on Oxford Street in 1873. It moved to a new building in Acton in 1925 before sadly closing in 2014. It is therefore hoped that this project will create a new flagship hub for the Deaf community right next to Oxford Street, working with key partners to tailor services and events, as well as to offer a two-year activity plan in subjects such as skills training and other heritage activities. As part of the project, the fabric of the church will also be conserved and restored, focusing on the deteriorating nave and baptistry roof, addressing windows and high-level stonework, and including some re-ordering and access improvements (including the provision of accessible toilets to enhance wider community use). Our extensive collection of rare ecclesiastical vestments dating from the 17th century will also be conserved.

As a result, the final months of 2025 were spent recruiting a team of volunteers, consultants, and an architect-led design team who will begin work on the project early in 2026. The PCC is immensely grateful to the National Lottery Heritage Fund for this funding, as this grant constitutes a significant step towards a major capital works project over the coming years. However, significant partnership funding is still needed if the project is to be a success, so further fundraising will be key element of the PCC's plans for 2026.

Financial Review and Reserve Policy

The total incoming resources on unrestricted funds were £233,443 (2024: £226,327) with expenditure amounting to £328,582 (2024: £226,366), as detailed in the financial statements. The expenditure this year is still fairly high as a result of the start of 'Sharing our Future' project and ongoing legal fees relating to Bryanston Nursery matters. There was no gain or loss relating to investments and after a £1,596 (2024: £28,879) transfer to restricted funds, there was a net decrease in unrestricted resources of £96,735 (2024: £28,918) with a further decrease in restricted funds of £193 (2024: £39,128), leading to an overall decrease in funds to £90,225 (2024: £187,153). The PCC contributed unrestricted funds as partnership funding for the 'Share our Future' project.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

Incoming resources for 2025 have been fairly consistent with previous years. Gift aid for 2024 and 2025 and VAT claim from Listed Places of Worship have been received in 2025 financial year.

The Annunciation, contributed £60,000 to the Diocesan Common Fund in 2025, less than the full amount of £99,980. This contribution provides for the stipends and housing for the clergy, as well as central support services (such as Safeguarding and HR).

It is the PCC's policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This reserve is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance held on unrestricted (including designated) funds at the year end, together with the amounts payable to and by the PCC, exceeded this target, but this is part of the PCC's strategy to provide partnership funding for the forthcoming building project.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 10 March 2026 and signed on its behalf by:


.....
Revd Dr Lincoln Harvey
Chairman

The PCC of The Annunciation Bryanston Street

Independent Examiner's Report to the trustees of The PCC of The Annunciation Bryanston Street

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2025 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees of The PCC of The Annunciation Bryanston Street 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 The PCC of The Annunciation Bryanston Street's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since The PCC of The Annunciation Bryanston Street's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, 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 PCC of The Annunciation Bryanston Street as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting 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.

The PCC of The Annunciation Bryanston Street

Independent Examiner's Report to the trustees of The PCC of The Annunciation Bryanston Street (continued)



.....
Tim Sullivan FCA
Field Sullivan Limited
9 Hare and Billet Road
London
SE3 ORB

Date: 17/3/26.....

The PCC of The Annunciation Bryanston Street

Statement of Financial Activities for the Year Ended 31 December 2025

	Note	Unrestricted £	Restricted £	Total 2025 £	Unrestricted £	Restricted £	Total 2024 £
Income and Endowments from:							
Donations and legacies	3	62,701	28,518	91,219	62,929	87,500	150,429
Other trading activities	4	167,392	-	167,392	155,549	-	155,549
Investment income	6	3,075	-	3,075	7,715	-	7,715
Other income	5	275	-	275	134	-	134
Total income		233,443	28,518	261,961	226,327	87,500	313,827
Expenditure on:							
Raising funds	7	(252)	-	(252)	(2,500)	-	(2,500)
Charitable activities	8	(328,330)	(30,307)	(358,637)	(223,866)	(155,507)	(379,373)
Total expenditure		(328,582)	(30,307)	(358,889)	(226,366)	(155,507)	(381,873)
Net expenditure		(95,139)	(1,789)	(96,928)	(39)	(68,007)	(68,046)
Gross transfers between funds		(1,596)	1,596	-	(28,879)	28,879	-
Net movement in funds		(96,735)	(193)	(96,928)	(28,918)	(39,128)	(68,046)
Reconciliation of funds							
Total funds brought forward		187,153	-	187,153	216,071	39,128	255,199
Total funds carried forward	20	90,418	(193)	90,225	187,153	-	187,153

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 is shown in note 20.

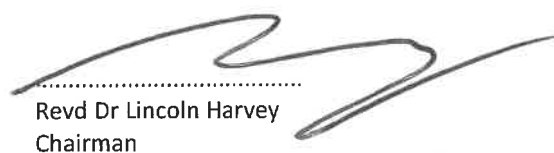
The notes on pages 13 to 25 form an integral part of these financial statements.

The PCC of The Annunciation Bryanston Street

(Registration number: 1146634)
Balance Sheet as at 31 December 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	13	895	1,194
Current assets			
Debtors	14	41,367	184,552
Investments	15	66,764	83,434
Cash at bank and in hand	16	71,173	56,220
		179,304	324,206
Creditors: Amounts falling due within one year	17	(89,974)	(138,247)
Net current assets		89,330	185,959
Net assets		90,225	187,153
Funds of the charity:			
Restricted income funds			
Restricted funds	20	(193)	-
Unrestricted income funds			
Unrestricted funds	20	90,418	187,153
Total funds	20	90,225	187,153

The financial statements on pages 11 to 25 were approved by the trustees, and authorised for issue on 10 March 2026 and signed on their behalf by:


Revd Dr Lincoln Harvey
Chairman

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025

1 Charity status

The charity is domiciled in England and Wales.

The address of its registered office is:

Church of The Annunciation

Bryanston Street

W1H 7AH

These financial statements were authorised for issue by the trustees on 10 March 2026.

2 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102) - Second edition October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

The PCC of The Annunciation Bryanston Street meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the periods in which the estimate is revised where revisions affects only that period, or in the period of the revision and future periods where the revisions affects both current and future periods.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

Grant expenditure

Grants payable are payments made to third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the Statement of Financial Activities once the recipient of the grant has provided the specific service or output.

Grants payable without performance conditions are recognised in the accounts when a commitment has been made and communicated to the recipient, and there are no conditions to be met relating to the grant which remain in the control of the charity.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	straight line at 20%

Current asset investments

Current asset investments are included at the lower of cost and net realisable value / market value.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Donations and legacies;				
Planned giving	35,794	-	35,794	23,329
Appeals and donations	2,180	-	2,180	15,969
Unplanned giving	12,533	-	12,533	12,725
Gift aid reclaimed	6,333	-	6,333	3,580
Grants, including capital grants;				
Westminster Council	-	-	-	12,500
War Memorials Trust	-	-	-	20,000
The National Lottery - Heritage Fund	-	16,518	16,518	36,000
St Giles and St George	-	2,000	2,000	2,000
Lady Peel Trust	-	2,500	2,500	2,500
Listed Places of Worship	2,561	-	2,561	7,326
National Churches Trust	-	-	-	6,500
Archbishops' Council	-	3,000	3,000	-
Racial Justice Unit	-	4,500	4,500	-
London Diocesan Fund	3,300	-	3,300	8,000
	<u>62,701</u>	<u>28,518</u>	<u>91,219</u>	<u>150,429</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2024 £
Rental income	153,586	153,586	125,000
Utilities recharge	13,806	13,806	30,549
	<u>167,392</u>	<u>167,392</u>	<u>155,549</u>

5 Other income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Other income	275	275	134
	<u>275</u>	<u>275</u>	<u>134</u>

6 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable and similar income;			
Interest receivable on bank deposits	3,075	3,075	7,715
	<u>3,075</u>	<u>3,075</u>	<u>7,715</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

7 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Fundraising costs	252	252	2,500

8 Expenditure on charitable activities

	Note	Total 2025 £	Total 2024 £
Clergy and vicarage costs		2,322	286
Gifts for clergy/volunteers		877	265
Hospitality		349	304
Diocesan Common Fund		60,000	91,300
Music and organist		28,432	33,796
Training		929	-
Project and events costs		250	8,869
Sunday School		1,317	208
Major repairs		-	25,916
Church presentation		5,061	3,547
Charitable donations		-	25
Cleaning		2,028	1,879
Subscriptions		485	572
Support costs	9	256,587	212,406
		<u>358,637</u>	<u>379,373</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

9 Analysis of support costs

	Total 2025 £	Total 2024 £
Staff costs		
Wages and salaries	45,652	38,092
Pension costs	232	760
Consultancy	18,650	21,984
Project coordinator	-	37,186
Legal and professional	75,539	66,273
Depreciation, amortisation and other similar costs	299	299
Utilities	12,824	18,589
Insurance	12,749	11,778
Repairs and maintenance	19,531	6,698
Casual wages	-	937
Fire services	1,079	1,584
Equipment repairs and renewals	883	432
Telephone and fax	1,311	1,058
Computer software and maintenance	165	-
Printing, postage and stationery	1,459	4,217
Sundries	464	-
Advertising	1,172	-
Accountancy	310	-
Independent examination	2,268	2,160
Bad debts written off	61,931	-
Bank charges	69	359
	<u>256,587</u>	<u>212,406</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

10 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Revd Dr Lincoln Harvey

Reverend Lincoln paid £1,931 (2024: £2,150) privately for business expenses on behalf of the church. These have been reimbursed before the year end.

Gavin Monk

Gavin Monk received remuneration of £29,424 (2024: £14,823) during the year.

Gavin Monk is an employee, as well as a trustee. He was paid the above for his Premises Manager and Verger position in line with the Charity Commission and the PCC Measures compliance ensuring there is no conflict of interest.

Mr Monk paid £2,901 (2024: £942) privately for business expenses on behalf of the church. These have been reimbursed before the year end.

11 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	45,652	38,092
Pension costs	232	760
	<u>45,884</u>	<u>38,852</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2025 No	2024 No
Charitable activities	<u>2</u>	<u>3</u>

1 (2024 - 1) of the above employees participated in the Defined Contribution Pension Schemes.

No employee received emoluments of more than £60,000 during the year

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

13 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 January 2025	1,493	1,493
At 31 December 2025	1,493	1,493
Depreciation		
At 1 January 2025	299	299
Charge for the year	299	299
At 31 December 2025	598	598
Net book value		
At 31 December 2025	895	895
At 31 December 2024	1,194	1,194

14 Debtors

	2025 £	2024 £
Trade debtors	28,637	74,575
Prepayments	6,999	6,043
Accrued income	731	7,082
Other debtors	5,000	96,852
	41,367	184,552

The £5,000 (2024: £96,852) included in other debtors, is due from Bryanston Nursery @ Marble Arch Limited in relation to their Licence, to restore the Deposit to £75,000 level by 2027, in line with the updated Deposit Deed.

15 Current asset investments

	2025 £	2024 £
Cash deposits	66,764	83,434

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

16 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	151	-
Cash at bank	22,019	27,495
Short-term deposits	49,003	28,725
	<u>71,173</u>	<u>56,220</u>

17 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	9,745	7,754
Other creditors	39,817	126,158
Accruals	4,412	4,335
Deferred income	36,000	-
	<u>89,974</u>	<u>138,247</u>

Included in other creditors, there is £38,984 (2024: £125,000) deposit in respect of the licence agreement with Bryanston Nursery @ Marble Arch Limited (the Licensee).

18 Obligations under leases and hire purchase contracts

The total value of future minimum lease payments was as follows:

	2025 £	2024 £
Within one year	720	720
In two to five years	1,780	2,500
	<u>2,500</u>	<u>3,220</u>

19 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £232 (2024 - £760).

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

20 Funds

Current period

	Balance at 1 January 2025 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2025 £
Unrestricted funds					
<i>General</i>					
General Funds	187,153	233,443	(328,582)	(1,596)	90,418
Restricted funds					
Sunday School	-	4,500	(4,500)	-	-
Eco Church	-	3,000	(2,250)	-	750
Sharing Our Future	-	16,518	(23,307)	1,596	(5,193)
Racial Justice Funding	-	4,500	(250)	-	4,250
	-	28,518	(30,307)	1,596	(193)
Total funds	<u>187,153</u>	<u>261,961</u>	<u>(358,889)</u>	<u>-</u>	<u>90,225</u>

Previous period

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2024 £
Unrestricted funds					
<i>General</i>					
General Funds	215,090	226,327	(225,385)	(28,879)	187,153
<i>Designated</i>					
Appeal fund	981	-	(981)	-	-
Total unrestricted funds	<u>216,071</u>	<u>226,327</u>	<u>(226,366)</u>	<u>(28,879)</u>	<u>187,153</u>
Restricted funds					
Sunday School	-	4,500	(4,500)	-	-
Sharing Our Future	30,164	83,000	(142,043)	28,879	-
Fellowship Hall Charity Trust	8,964	-	(8,964)	-	-
	<u>39,128</u>	<u>87,500</u>	<u>(155,507)</u>	<u>28,879</u>	<u>-</u>
Total funds	<u>255,199</u>	<u>313,827</u>	<u>(381,873)</u>	<u>-</u>	<u>187,153</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2025 (continued)

The specific purposes for which the funds are to be applied are as follows:

Sunday School - funds received from St Giles & St George and Lady Peel Legacy Trust to help with the 'Children and Families Worker' salary.

Eco Church - funds received from The Archbishops' Council (The Church of England) as part of their project to reduce the carbon footprints of churches; this will fund the 'LED lighting' project of the church

Sharing Our Future - funds received from The National Lottery Heritage Fund to cover related costs to repairs and conservation works to the Grade II* building and pilot projects for the deaf community.

Racial Justice Funding - funds received from the Racial Justice Unit (The Church of England) to cover the costs of the 'Celebrating the Annunciation' project

£1,596 was transferred from reserves to the 'Share our Future' fund as part of the church's match funding. The £5,193 balance was received on 9 January 2026 from The National Lottery.

21 Analysis of net assets between funds

Current period

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2025 £
Tangible fixed assets	895	-	895
Current assets	174,304	5,000	179,304
Current liabilities	(84,781)	(5,193)	(89,974)
Total net assets	<u>90,418</u>	<u>(193)</u>	<u>90,225</u>

Previous period

	Unrestricted funds General £	Total funds at 31 December 2024 £
Tangible fixed assets	1,194	1,194
Current assets	324,206	324,206
Current liabilities	(138,247)	(138,247)
Total net assets	<u>187,153</u>	<u>187,153</u>

22 Related party transactions

There were no related party transactions in the year beside those detailed on note 10.

Accounts

Charity registration number: 1146634

The PCC of The Annunciation Bryanston Street

Annual Report and Financial Statements

for the Year Ended 31 December 2024

Field Sullivan Limited
9 Hare and Billet Road
London
SE3 0RB

The PCC of The Annunciation Bryanston Street

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The PCC of The Annunciation Bryanston Street

Reference and Administrative Details

Chairman	Revd Dr Lincoln Harvey
Trustees	Lee Wu Stelios Solomou Rachel Slingsby Olufunke Ajenifuja David De Kervern Vincent Forestier Michael Mohammed Maria Kastani Gavin Monk Steve Phillips Simon Thwaites Vladka Thwaites
Charity Registration Number	1146634
Principal Office	Church of The Annunciation Bryanston Street London W1H 7AH
Independent Examiner	Field Sullivan Limited 9 Hare and Billet Road London SE3 0RB
Bankers	CCLA Senator House 85 Queen Victoria Street London EC4V 4ET M&G Charity Department PO Box 9038 Chelmsford CM99 2XF HSBC Bank Plc 196 Oxford Street London W1D 1NT

The PCC of The Annunciation Bryanston Street

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2024.

Aims and purposes

The Annunciation's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, Fr Lincoln Harvey, in promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Compliance

Our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, and in particular 'charities for the advancement of religion.' The PCC has also complied with section 5 of the Safeguarding and Clergy Discipline Measure 2016, recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Reference and administrative information

The Annunciation is situated in Bryanston Street in Marble Arch, just off Oxford Street in the West End of London. It is part of the Diocese of London within the Church of England. The correspondence address is: The Annunciation Branston Street, London W1H 7AH. The Parochial Church Council of The Annunciation is a charity registered with the Charity Commission with charity number 1146634.

PCC members who have served at any time from 1 January 2024 until the date this report was approved are:

Ex Officio

Incumbent: Revd Dr Lincoln Harvey - (Chairman)

Church Wardens: Mr Michael Mohammed; Mr Steve Phillips

Elected Members

Mrs Olufunke Ajenifuja (Secretary)

Mr Vincent Forestier (Representative on Deanery Synod)

Mrs Marielle Garland (Resigned May 2024, Representative on Deanery Synod)

Mrs Maria Kastani

Mr David De Kervern (Representative on Deanery Synod)

Mr Gavin Monk

Mrs Rachel Slingsby

Mr Stelios Solomou

Mrs Vladka Thwaites

Mr Simon Thwaites

Mr Lee Sungwah Wu (Elected May 2024)

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

Additional Parish Roles:

Children & Families Worker: Mrs Jasmine Cullingford

Church Office Manager and Treasurer: Mr Majed Najjar

Director of Music: Mr Christopher Saward

Electoral Roll Officer: Mr Majed Najjar

Parish Safeguarding Officer: Mrs Jasmine Cullingford

Premises Manager and Verger: Mr Gavin Monk

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent (the vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and can stand for election to the PCC.

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. The PCC met five times during 2024. Given its wide responsibilities, the PCC also has a Standing Committee to deal with matters arising between its meetings, and the Standing Committee met an additional four times during the year. The Standing Committee is responsible to the PCC and reports back to it regularly with matters discussed and decisions made as necessary.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship in church, to develop their faith, and to build up a sense community within the parish of the Annunciation. The PCC therefore maintains an overview of worship and activities throughout the parish and makes suggestions on how these can involve the many groups who live or work locally, as well as those visiting the neighbourhood. Regular religious services include elements of prayer, scripture reading, music, sacraments, preaching, and teaching, all of which enable the Christian faith to be put into practice. The church also runs community events, such as musical concerts and educational work, and BSL events for the Deaf Community. As a result, people are enabled to live out their faith through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of, and trust, in God.
- The provision of pastoral care.
- The maintenance of close links with the parish VA school, Hampden Gurney CofE Primary School, and with Wetherby School.
- And missionary and outreach work, through community events, such as classical concerts, carol services, community and BSL events.

The PCC is continually looking for new ways, within its capacity and resources, to build up its parish life, for example investing in our provision for young children and parents. To help finance such activities, the PCC makes use of its main asset, the church building, to raise income. This is done primarily by letting part of the crypt and a section of the west end of the church to Bryanston Nursery (under license under faculty). To maintain its support both for parish activities and the letting of the church building to other community users, the parish regularly undertakes work to maintain and, where possible, enhance the church building and its facilities.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

Achievements and Performance

Worship and Prayer:

The PCC is keen to offer a range of religious services during the week and over the course of the year to the benefit and spiritual fulfilment of our local community. For example, a spoken Mass is offered each day during the week to create a quiet and reflective environment for worship, whilst there are also opportunities to engage in more dramatic worship through the offering of a Sung Mass on Sunday mornings (and occasional High Feasts), with choral singing. The Sung Mass is popular with the local community, as well as attracting visitors from nearby hotels. The provision of a professional choir is very much appreciated by those who attend. In addition, the church is now open from 10am-6pm, Monday to Friday, providing a quiet and peaceful public space amidst the hustle and bustle of the West End of London.

Official attendance at services on Sundays is counted during the month of October. It is formally recorded on the parish return to the Diocese of London and Church of England. The average figure recorded for Sundays in October 2024 was 123, though the course of the year the congregation numbers about 140 people. Given the frequency of individual attendance and fluctuations throughout the year, the October average leads to the calculation that the regular "worshipping community" at the Annunciation numbers 300. At the APCM in May 2024, 181 people were recorded on the Church Electoral Roll.

As part of its work for the community, the PCC provides a free Sunday School at Mass. This is attended by a significant number of local children, with an average attendance of over fifty children a week during 2024 (many of whom come twice monthly). This means that around 100 children are attending our services regularly at any one time. Our large Sunday School is resourced by a team of dedicated local volunteers, who generously help to run the weekly event or work behind the scenes to make it possible, e.g. preparing arts and crafts for the children's activities. The PCC also employs a part-time Children and Families Worker to focus on teaching and activities for the popular 7+ age group. To help resource this important work, the church received a grant of £2,000 from the St Giles and St George Charity in 2024 and a grant of £2,500 from the Lady Peel Legacy Trust.

Given the number of children and families attending our church, the PCC gives careful thought to how it can enable all the community to celebrate key High Feasts. Provision over the Christmas period, for example, is designed so that local families (including many young children) can celebrate the Nativity at an early evening Crib Mass on Christmas Eve. The family-friendly version of a traditional Midnight Mass continues to be popular. 150 people attended the Family Crib Mass on Christmas Eve 2024, which included 60 children.

The church's work with children extends beyond Sunday mornings. Hampden Gurney CofE Primary School remains at the very centre of our parish life. The Vicar is Chairman of the school's Governing Body and two PCC Trustees also currently serve as Governors. In addition, a weekly Mass is celebrated with the children and teachers. There is significant overlap between the life of the church and the life of the school, thereby created a strong sense of community spirit in the local area. This is evident on numerous occasions. For example, we celebrate an annual "Blessing of the Backpacks" in church before the start of each new school year, with the community praying for those embarking on the next step in their education, as well as a Leavers Party for Year 6 in the final week of school. Beyond Hampden Gurney School, we also enjoy welcoming Wetherby School into church each Friday morning for their weekly assembly and act of worship, as well as for their Carol Services and Concerts. If our work with schools is considered alongside our Sunday School provision, it means around 750 local children are engaging with the church on a regular basis during term time.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

But the life of our church extends beyond our work with schools, as central as that is. As well as our regular services, the church enables our community to celebrate and thank God at each of the significant milestones in a person's life through the provision of occasional offices. For example:

- Baptism enables us to give thanks for the gift of new life;
- Confirmations enable people to claim baptism promises as their own;
- Marriage is an act in which public vows are exchanged with God's blessing;
- Funeral services enable friends and family to express their grief and give thanks for a life as they commend the person to God's gracious keeping.

In 2024, we celebrated 9 baptisms in church, as well as seeing 2 young people confirmed by The Rt Revd and Rt Hon Dame Sarah Mullally DBE at our school in July 2024. However, there were no weddings or funerals held during 2024.

As well as the occasional offices, the church also keeps a calendar of major services. This included a Harvest Festival in October (where donations were collected for the Marylebone Project to support their work with homeless women locally), the annual Act of Remembrance in November, and a special service to commemorate the 100th anniversary of the unveiling of our Calvary War Memorial in June, when the Revd (Capt.) Thomas Sander officiated. The church has also continued its work with the London Deaf Church during 2024, again running a successful Christmas Carol service, with over 90 people attending, and developing an annual programme of events for the Deaf Community to mark significant moments in the Christian year.

Deanery Synod

The Incumbent and three members of the PCC currently sit on the Deanery Synod. The Synod provides the PCC with an important link between the parish and the wider structures of the church. For example, it has enabled the PCC to consider a wide range of issues, including an opportunity to learn how music can become part of the mission of the church.

The Church Building

To facilitate the aims and purposes of our church it is important that the PCC maintains the fabric of the building and encourages people to visit and make use of our services. During 2024, the church was open to the community as often as possible, with the building staffed each day during the week from 11am-3pm initially, before being opened from 10am-6pm from 1 October 2024. Back in 2023, the PCC had received a grant from the Fellowship Hall Charity Trust (FHCT), which allowed us to appoint a new part-time Premises Manager and Verger in November that year. This appointment has enabled us to open the building more in 2024, as well as free up the Incumbent for other matters related to the mission and ministry of the church (rather than the maintenance of the building). The PCC decided to extend the Premises Manager and Verger's hours in October, which has allowed us to keep the church open to the public all day during the week.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

The building was well used during 2024, and not just for religious activities. We continued to work closely with London Town Chamber Fest to offer a series of concerts to the public, and also held special one-off events, including an art exhibition in partnership with Theos, which promoted the beauty of the caring professions. The programme of concerts increased during 2024, with a variety of performers using the space, including providing some free lunchtime concerts and concerts for children. In addition, we have also hosted musical groups for children, partnering with Hartbeeps at the beginning of the year and then with Music360's Toddler Music Academy in the autumn. The church crypt was also used by Bryanston Nursery to offer day care to children from 7am-7pm, Monday-Friday each week. These activities have each drawn in funds, which in turn are absorbed into the running costs and upkeep of the building. Remedial work at high level has again been necessary to ensure the building remains safe, and various issues have been addressed to keep aspects of the building in good working condition. For example, we again made use of the "Gutter Maintenance Scheme" to ensure water runs freely from the building. We have also repaired and conserved the Calvary War Memorial on the corner of Old Quebec Street.

Progress has also been made on addressing issues identified in our Quinquennial Inspection in 2022. Though the building remains on Historic England's "At Risk Register", significant funding was secured in 2023 from a variety of sources to launch the "Sharing Our Future" project. The PCC remains immensely grateful to the War Memorials Trust and Westminster Council's Community Infrastructure Levy, as well as to the National Lottery Heritage Fund, National Churches Trust, and Area Council of the Diocese of London. The combined grants provided for an initial "Resilience Project" and feasibility work entitled "Sharing Our Future", which started in November 2023 and was completed in December 2024. This constitutes an important first step towards a major capital works project in the coming years.

Sharing our Future Project

The 'Sharing our Future' project was funded by the National Lottery Heritage Fund (NLHF) and other key partners. This initiative enabled the church to become more resilient, preserve its heritage, build closer relationships with the community, and create a strong foundation for the next stages of the project. The Annunciation is now better equipped to 'Share our Future' with a clearly defined mission and vision and an outlined path for growth and development, underscoring the church's commitment to its heritage and its future.

The overall aims and purpose of the resilience phase were to:

- Repair and conserve the Calvary War Memorial
- Develop the partnership with the Deaf Church
- Create a learning programme in partnership with Hampden Gurney Primary School
- Outline a fundraising plan
- Research and better understand the history of the church and its memorials
- Become more resilient in all aspects of the church's work
- Strengthen ties with the local community

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

The Parochial Church Council (PCC) commissioned a team of consultants to deliver four reports:

- Governance Review
- Audience Development
- Business Planning
- Fundraising strategy

As well as a Feasibility study and an Outline Conservation Plan the key activities and outcomes of this project were:

War Memorial Repair and Conservation: Following an act of vandalism, work was undertaken to repair and conserve the Calvary War Memorial. Repairs included re-gilding and reinstating the Christ figure, restoring the crucifix and stone plinth, and replacing the lead roof.

Pilot Project - Hampden Gurney School: A series of WWI-themed workshops were conducted, introducing over 220 students and their parents to the church's history and allowing them to explore heritage through hands-on activities. A learning resource pack was created to support educational visits by other schools in line with the National Curriculum.

Pilot Project - Deaf Church Collaboration: The Annunciation worked with the Deaf Church to host a WWI history event and a poetry workshop in British Sign Language (BSL), in addition to producing a new heritage video guide in BSL.

Community Event - 100-Year Memorial Service: A centenary commemoration of the Calvary Memorial and celebration of its reopening.

Community Event - Open London Festival: The Annunciation took part in the annual Open London Festival opening new areas to the public and running guided tours for visitors.

Musical Program: The church extended its musical programme becoming a popular venue for concerts and rehearsals.

Next Steps: The "Sharing Our Future" project has enabled the church to create a fully-costed, fully-feasible, and fully-sustainable plan for a major Capital Works Project which will enable the church to better serve the community going forward. This exciting development means that the PCC has now embarked on its ambitious plan to address the various issues with the building and to enhance community use by making the space more usable (e.g. installing disabled toilets).

Pastoral Care

Fr Lincoln Harvey continues to visit those who request pastoral support in the parish. For example, he visits those who are dying, are sick, wish to make their confession, or who seek God's blessing on their home. In addition, some members of the parish are unable to attend church services, so an online service of Compline is offered each week to provide access to anyone who wants to pray remotely.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

Volunteers

Alongside its small staff team, the church depends on volunteers to fulfil its charitable aims and objectives. The PCC would like to thank everyone who works so hard to make the church the lively and vibrant community that it is. We are grateful to the dedicated teams of Sunday School Leaders, Altar Servers, and Refreshment Teams, who generously devote time and resources to the benefit of our local community. The PCC also wants to thank our churchwardens, Mr Mohammed and Mr Phillips, who worked so tirelessly on our behalf during 2024.

Mission and Evangelism

The PCC is keen to invite everyone in our community to join in with events run in church. The electronic parish newsletter is therefore distributed weekly to all its subscribers and is also made available to the public on the church's website. This newsletter keeps people informed of forthcoming services and public events, as well as a prayer list for intercessions and invitations to seek pastoral care. The church also publicises events on its external noticeboards, as well as distributing flyers to the local community (including the many local hotels) when there are major festivals and events. The church also advertises its activities through social media channels and through its local networks, such as the parish school's mailings or the Marble Arch BID app.

Ecumenical Relationships

The church is a member of Churches Together in Westminster. Fr Lincoln Harvey has also established close links with the neighbouring Rabbi at the Western Marble Arch Synagogue, with regular meetings to discuss shared matters of interest to our respective communities.

Financial Review and Reserve Policy

The total incoming resources on unrestricted funds were £226,327 (2023: £205,025) with expenditure amounting to £226,366 (2023: £186,042), as detailed in the financial statements. The expenditure this year is notably extraordinary as a result of the building project. There was no gain or loss relating to investments and after a £28,879 (2023: £nil) transfer to restricted funds, there was a net decrease in unrestricted resources of £28,918 with a further decrease in restricted funds of £39,128, leading to an overall decrease in funds to £187,153 (2023: £255,199). The PCC contributed unrestricted funds as partnership funding for the building project.

Incoming resources for 2024 have been fairly consistent with previous years. Gift aid for 2023 and VAT claim from Listed Places of Worship have been received in 2024 financial year.

The Annunciation, made its full contribution to the Diocesan Common Fund in the year, amounting to £91,300. This contribution provides for the stipends and housing for the clergy, as well as central support services (such as Safeguarding and HR).

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance held on unrestricted (including designated) funds at the year end, together with the amounts payable to and by the PCC, was in excess of this target. Though this suggests we are on a firm financial footing, the aftershocks of Covid and the cost of living crisis continue to be felt. Income remains pretty much flat, whilst costs continue to increase. This means that our existing budgets are under sustained pressure and the expansion of our mission and ministry continues to be frustrated. This is partly because we are still in the process of negotiating with Bryanston Nursery to reach a financial settlement related to debts they incurred with us during the pandemic, as well as a five-yearly rent review (with rent due to increase in July 2023, but negotiations remain ongoing). A contingency plan was put in place back in 2021 which remains in place until a final settlement is reached with the nursery, which is why reserves are currently at their level. It is the PCC's hope that once a settlement is reached with Bryanston Nursery, monies can be used for match-funding in grant applications to address the issues with the building that were identified in the Quinquennial Inspection and enable us to move off Historic England's 'At Risk' Register and encourage greater community use of the building through sympathetic development to improve facilities (such as providing a disabled toilet) .

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

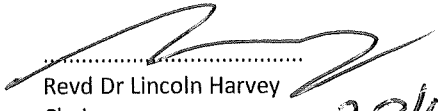
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The PCC of The Annunciation Bryanston Street

Trustees' Report (continued)

The annual report was approved by the trustees of the charity on 28 April 2025 and signed on its behalf by:


.....
Revd Dr Lincoln Harvey
Chairman

28/4/25

The PCC of The Annunciation Bryanston Street

Independent Examiner's Report to the trustees of The PCC of The Annunciation Bryanston Street

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees of The PCC of The Annunciation Bryanston Street 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 The PCC of The Annunciation Bryanston Street's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since The PCC of The Annunciation Bryanston Street's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

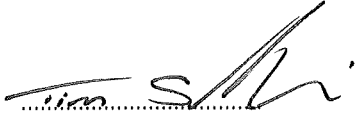
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of The PCC of The Annunciation Bryanston Street as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting 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.

The PCC of The Annunciation Bryanston Street

Independent Examiner's Report to the trustees of The PCC of The Annunciation Bryanston Street (continued)



.....
Tim Sullivan FCA
Field Sullivan Limited
9 Hare and Billet Road
London
SE3 0RB

Date:.....1/5/25.....

The PCC of The Annunciation Bryanston Street

Statement of Financial Activities for the Year Ended 31 December 2024

	Note	Unrestricted £	Restricted £	Total 2024 £	Unrestricted £	Restricted £	Total 2023 £
Income and Endowments from:							
Donations and legacies	3	62,929	87,500	150,429	48,192	55,125	103,317
Other trading activities		155,549	-	155,549	150,620	-	150,620
Investment income	6	7,715	-	7,715	5,913	-	5,913
Other income	5	134	-	134	300	-	300
Total income		226,327	87,500	313,827	205,025	55,125	260,150
Expenditure on:							
Raising funds		(2,500)	-	(2,500)	-	-	-
Charitable activities	8	(223,866)	(155,507)	(379,373)	(186,042)	(15,997)	(202,039)
Total expenditure		(226,366)	(155,507)	(381,873)	(186,042)	(15,997)	(202,039)
Net (expenditure)/income		(39)	(68,007)	(68,046)	18,983	39,128	58,111
Gross transfers between funds		(28,879)	28,879	-	-	-	-
Net movement in funds		(28,918)	(39,128)	(68,046)	18,983	39,128	58,111
Reconciliation of funds							
Total funds brought forward		216,071	39,128	255,199	197,088	-	197,088
Total funds carried forward	20	187,153	-	187,153	216,071	39,128	255,199

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 20.

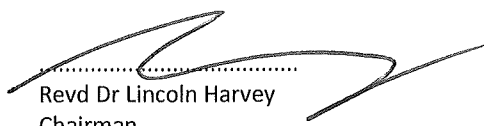
The notes on pages 15 to 28 form an integral part of these financial statements.

The PCC of The Annunciation Bryanston Street

**(Registration number: 1146634)
Balance Sheet as at 31 December 2024**

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	13	1,194	-
Current assets			
Debtors	14	184,552	48,871
Investments	15	83,434	132,756
Cash at bank and in hand	16	56,220	73,572
		<u>324,206</u>	<u>255,199</u>
Creditors: Amounts falling due within one year	17	<u>(138,247)</u>	<u>-</u>
Net current assets		<u>185,959</u>	<u>255,199</u>
Net assets		<u>187,153</u>	<u>255,199</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		-	39,128
Unrestricted income funds			
Unrestricted funds		<u>187,153</u>	<u>216,071</u>
Total funds	20	<u>187,153</u>	<u>255,199</u>

The financial statements on pages 13 to 28 were approved by the trustees, and authorised for issue on 28 April 2025 and signed on their behalf by:



 Revd Dr Lincoln Harvey
 Chairman
 28/4/25

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024

1 Charity status

The charity is domiciled in England and Wales.

The address of its registered office is:

Church of The Annunciation

Bryanston Street

W1H 7AH

These financial statements were authorised for issue by the trustees on 28 April 2025.

2 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102) - Second edition October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

The PCC of The Annunciation Bryanston Street meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the periods in which the estimate is revised where revisions affects only that period, or in the period of the revision and future periods where the revisions affects both current and future periods.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Grant expenditure

Grants payable are payments made to third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the Statement of Financial Activities once the recipient of the grant has provided the specific service or output.

Grants payable without performance conditions are recognised in the accounts when a commitment has been made and communicated to the recipient, and there are no conditions to be met relating to the grant which remain in the control of the charity.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	straight line at 20%

Current asset investments

Current asset investments are included at the lower of cost and net realisable value / market value.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;				
Planned giving	23,329	-	23,329	21,032
Appeals and donations	15,969	-	15,969	7,920
Unplanned giving	12,725	-	12,725	19,240
Gift aid reclaimed	3,580	-	3,580	-
Grants, including capital grants;				
Westminster Council	-	12,500	12,500	-
War Memorials Trust	-	20,000	20,000	-
The National Lottery - Heritage Fund	-	36,000	36,000	45,000
St Giles and St George	-	2,000	2,000	-
Lady Peel Trust	-	2,500	2,500	-
Listed Places of Worship	7,326	-	7,326	-
National Churches Trust	-	6,500	6,500	-
London Diocesan Fund	-	8,000	8,000	10,125
	<u>62,929</u>	<u>87,500</u>	<u>150,429</u>	<u>103,317</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2023 £
Rental income	125,000	125,000	125,000
Utilities recharge	30,549	30,549	25,620
	<u>155,549</u>	<u>155,549</u>	<u>150,620</u>

5 Other income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Other income	134	134	300

6 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>7,715</u>	<u>7,715</u>	<u>5,913</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

7 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds General £	Total 2024 £
Fundraising costs	2,500	2,500

8 Expenditure on charitable activities

	Note	Total 2024 £	Total 2023 £
Clergy and vicarage costs		286	208
Gifts for clergy/volunteers		265	329
Hospitality		304	945
Diocesan Common Fund		91,300	87,775
Music and organist		33,796	27,670
Project and events costs		8,869	14,836
Sunday School		208	597
Major repairs		25,916	-
Church presentation		3,547	2,500
Charitable donations		25	25
Cleaning		1,879	1,597
Subscriptions		572	-
Support costs	9	212,406	65,557
		<u>379,373</u>	<u>202,039</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

9 Analysis of support costs

	Total 2024 £	Total 2023 £
Staff costs		
Wages and salaries	38,092	28,552
Pension costs	760	-
Consultancy	21,984	-
Project coordinator	37,186	-
Legal and professional	66,273	425
Depreciation, amortisation and other similar costs	299	-
Utilities	18,589	9,609
Insurance	11,778	11,737
Repairs and maintenance	6,698	6,865
Casual wages	937	-
Fire services	1,584	973
Equipment repairs and renewals	432	779
Telephone and fax	1,058	877
Printing, postage and stationery	4,217	5,159
Independent examination	2,160	-
Bank charges	359	581
	<u>212,406</u>	<u>65,557</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

10 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Revd Dr Lincoln Harvey

Reverend Lincoln paid £2,150 (2023: £nil) privately for business expenses on behalf of the church. These have been reimbursed before the year end.

Gavin Monk

Gavin Monk received remuneration of £14,823 (2023: £1,161) during the year.

Gavin Monk is an employee, as well as a trustee. He was paid the above for his Premises Manager and Verger position in line with the Charity Commission and the PCC Measures compliance.

Mr Monk paid £942 (2023: £nil) privately for business expenses on behalf of the church. These have been reimbursed before the year end.

11 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	38,092	28,552
Pension costs	<u>760</u>	<u>-</u>
	<u>38,852</u>	<u>28,552</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
Charitable activities	<u>3</u>	<u>3</u>

1 (2023 - 1) of the above employees participated in the Defined Contribution Pension Schemes.

No employee received emoluments of more than £60,000 during the year

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
Additions	1,493	1,493
At 31 December 2024	1,493	1,493
Depreciation		
Charge for the year	299	299
At 31 December 2024	299	299
Net book value		
At 31 December 2024	1,194	1,194

14 Debtors

	2024 £	2023 £
Trade debtors	74,575	48,871
Prepayments	6,043	-
Accrued income	7,082	-
Other debtors	96,852	-
	184,552	48,871

The £96,852 included in other debtors, is due from Bryanston Nursery @ Marble Arch Limited in relation to their Licence, to restore the Deposit to £125,000 level in line with the Deposit Deed.

15 Current asset investments

	2024 £	2023 £
Cash deposits	83,434	132,756

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

16 Cash and cash equivalents

	2024 £	2023 £
Cash at bank	27,495	31,290
Short-term deposits	28,725	42,282
	<u>56,220</u>	<u>73,572</u>

17 Creditors: amounts falling due within one year

	2024 £
Trade creditors	7,754
Other creditors	126,158
Accruals	4,335
	<u>138,247</u>

Included in other creditors, there is £125,000 deposit in respect of the licence agreement with Bryanston Nursery @ Marble Arch Limited (the Licensee).

18 Obligations under leases and hire purchase contracts

The total value of future minimum lease payments was as follows:

	2024 £	2023 £
Within one year	720	-
In two to five years	2,500	1,435
	<u>3,220</u>	<u>1,435</u>

19 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £760 (2023 - £Nil).

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

20 Funds

Current period

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2024 £
Unrestricted funds					
<i>General</i>					
General Funds	215,090	226,327	(225,385)	(28,879)	187,153
<i>Designated</i>					
Appeal fund	981	-	(981)	-	-
Total unrestricted funds	<u>216,071</u>	<u>226,327</u>	<u>(226,366)</u>	<u>(28,879)</u>	<u>187,153</u>
Restricted funds					
Sunday School	-	4,500	(4,500)	-	-
Sharing Our Future	30,164	83,000	(142,043)	28,879	-
Fellowship Hall Charity Trust	8,964	-	(8,964)	-	-
	<u>39,128</u>	<u>87,500</u>	<u>(155,507)</u>	<u>28,879</u>	<u>-</u>
Total funds	<u>255,199</u>	<u>313,827</u>	<u>(381,873)</u>	<u>-</u>	<u>187,153</u>

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Previous period

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Balance at 31 December 2023 £
Unrestricted funds				
<i>General</i>				
General Funds	196,107	205,025	(186,042)	215,090
<i>Designated</i>				
Appeal fund	981	-	-	981
Total unrestricted funds	<u>197,088</u>	<u>205,025</u>	<u>(186,042)</u>	<u>216,071</u>
Restricted funds				
Sharing Our Future	-	45,000	(14,836)	30,164
Fellowship Hall Charity Trust	-	10,125	(1,161)	8,964
	<u>-</u>	<u>55,125</u>	<u>(15,997)</u>	<u>39,128</u>
Total funds	<u><u>197,088</u></u>	<u><u>260,150</u></u>	<u><u>(202,039)</u></u>	<u><u>255,199</u></u>

The specific purposes for which the funds are to be applied are as follows:

Sunday School - funds received from St Giles & St George and Lady Peel Legacy Trust to help with the 'Children and Families Worker' salary.

Fellowship Hall Charity Trust - received for the salary of the 'Premises Manager and Verger'.

Sharing Our Future - funds received from The National Lottery Heritage Fund, The War Memorials Trust, Westminster City Council, London Diocese - Area Council and National Churches Trust to cover related costs to repairs and conservation works to the war memorial and pilot projects with the Deaf Church and Hampden Gurney School.

It was agreed by the board, before applying for funding, that part of the 'Sharing Our Future' project will be covered from the PCC's unrestricted funds. Thus a transfer from general, unrestricted fund was done to cover the shortfall for expenditure relating to this project.

The PCC of The Annunciation Bryanston Street

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

21 Analysis of net assets between funds

Current period

	Unrestricted funds General £	Total funds at 31 December 2024 £
Tangible fixed assets	1,194	1,194
Current assets	324,206	324,206
Current liabilities	<u>(138,247)</u>	<u>(138,247)</u>
Total net assets	<u>187,153</u>	<u>187,153</u>

Previous period

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2023 £
Current assets	<u>216,071</u>	<u>39,128</u>	<u>255,199</u>

22 Related party transactions

There were no related party transactions in the year beside those detailed on note 10.

Accounts



**Parochial Church Council of
The Annunciation Bryanston Street**
(Registered Charity No. 1146634)

**Annual Report
and
Financial Statements**

For the year ended 31st December 2023

Parochial Church Council of The Annunciation Bryanston Street

Report of the Trustees
For the year ended 31st December 2023

Clergy

Father Lincoln Harvey

Churchwardens

Mr S Phillips

Dr H White (until October 2023)

Mr Michael Mohammed (elected December 2023)

Independent examiner

Simon Mee CMIIA

102 Gloucester Terrace

London

W2 6HP

Bankers

PCC General Account

HSBC

196 Oxford Street

London W1D 1NT

Investment funds

CCLA Investment Management Ltd

Senator House, 85 Queen Victoria Street

London EC4V 4ET

M&G (Charifund)

Charity Department

PO Box 9038

Chelmsford CM99 2XF

Parochial Church Council of The Annunciation Bryanston Street

Report of the Trustees For the year ended 31st December 2023 (Continued)

Aims and purposes

The Annunciation's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, Fr Lincoln Harvey, in promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Compliance

Our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, and in particular 'charities for the advancement of religion.' The PCC has also complied with section 5 of the Safeguarding and Clergy Discipline Measure 2016, recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Reference and administrative information

The Annunciation is situated in Bryanston Street in Marble Arch, just off Oxford Street in the West End of London. It is part of the Diocese of London within the Church of England. The correspondence address is: The Annunciation Bryanston Street, London W1H 7AH. The Parochial Church Council of The Annunciation is a charity registered with the Charity Commission with charity number 1146634.

PCC members who have served at any time from 1st January 2023 until the date this report was approved are:

Ex Officio

Incumbent: Revd Dr Lincoln Harvey - (*Chairman*)

Church Wardens: Dr Helen White (until October 2023)
Mr Steve Phillips
Mr Michael Mohammed (elected December 2023, admitted January 2024, previously elected member)

Elected

Members: Mrs Olufunke Ajenifuja (Secretary)
Mr Elyas Chowdhury (Resigned May 2023)
Mr Vincent Forestier (Representative on Deanery Synod)
Mrs Marielle Garland (Joined May 2023, Representative on Deanery Synod)
Mrs Maria Kastani
Mr David De Kervern (Representative on Deanery Synod)
Mr Gavin Monk
Mrs Rachel Slingsby (Joined May 2023)
Mr Stelios Solomou (Joined May 2023)
Mrs Vladka Thwaites
Mr Simon Thwaites
Mr Anthony Ugorji (Resigned May 2023)

Additional Parish Roles:

<i>Treasurer</i>	Mr Majed Najjar
<i>Electoral Roll Officer:</i>	Mr Majed Najjar
<i>Director of Music:</i>	Mr Christopher Seward
<i>Children & Families Worker:</i>	Mrs Jasmine Cullingford
<i>Parish Safeguarding Officer:</i>	Mrs Jasmine Cullingford
<i>Premises Manager and Verger:</i>	Mr Gavin Monk

Parochial Church Council of The Annunciation Bryanston Street

Report of the Trustees For the year ended 31st December 2023 (Continued)

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and can stand for election to the PCC.

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. The PCC met five times during the year. Given its wide responsibilities, the PCC also has a Standing Committee to deal with matters arising between meetings, and this met an additional five times during the year. The Standing Committee is responsible to the PCC and reports back to it regularly with matters discussed and decisions made as necessary.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship in church, to develop their faith, and to build up a sense community within the parish of the Annunciation. The PCC therefore maintains an overview of worship and activities throughout the parish and makes suggestions on how these can involve the many groups who live or work locally, as well as those visiting our neighbourhood. The regular religious services include prayer, scripture, music, sacraments, preaching, and teaching, which enable the Christian faith to be put into practice, as well as community events such as musical concerts and educational work. As a result, people live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of, and trust, in God.
- Provision of pastoral care for people living in the parish.
- Close links with the parish VA school, Hampden Gurney CofE Primary School, and with Wetherby School.
- Missionary and outreach work through community events, such as classical concerts and carol services.

The PCC is continually looking for new ways, within its capacity and resources, to build up its parish life, for example investing in our growing provision for young children and parents. To help finance such activities, the PCC makes use of its main asset, the church building, to raise income. This is done primarily by letting part of the crypt and a section of the west end of the church to Bryanston Nursery (under license under faculty). To maintain its support both for parish activities and the letting of the church building to other community users, the parish regularly undertakes work to maintain and, where possible, enhance the church building and its facilities.

Parochial Church Council of The Annunciation Bryanston Street

Report of the Trustees For the year ended 31st December 2023 (Continued)

Achievements and Performance

Worship and Prayer:

The PCC is keen to offer a range of religious services during the week and over the course of the year to the benefit and spiritual fulfilment of our local community. For example, a spoken Mass is offered each day during the week to create a quiet and reflective environment for worship, whilst there are also opportunities to engage in more dramatic worship through the offering of a Sung Mass on Sunday mornings (and occasional High Feasts). The official attendance on Sundays is counted during the month of October and recorded on the parish return to the Diocese of London and Church of England. The average figure recorded for Sundays in 2023 was 137 (which matches figures from before the pandemic in 2019). Given the frequency of individual attendance and fluctuations through the year, the October average leads to the calculation that our regular "worshipping community" now numbers 300. At present there are 181 people on the Church Electoral Roll. Eight names were added during the year and four removed (three moving abroad and one passed away).

As part of its work for the community, the PCC provides a free Sunday School at Mass. This is attended by a significant number of local children, with an average attendance of over fifty children a week during 2023 (many of whom come twice monthly). Our large Sunday School is resourced by a team of dedicated local volunteers, who generously help to run the weekly event or work behind the scenes to make it possible, e.g. preparing arts and crafts for the children's activities. The PCC now employs a part-time Children and Families Worker to focus on teaching and activities for the 7+ age group. To resource this important work going forward, the church applied to the St Giles and St George Charity for a grant in the autumn of 2023. (The application was successful and we received an award of £2,000 in January 2024.)

Given the number of children and families attending our church, the PCC gives careful thought to how it can enable all the community to celebrate key High Feasts. Provision over the Christmas period, for example, has been adapted so that local families (including many young children) can celebrate the Nativity at an early evening Crib Mass on Christmas Eve. The family-friendly version of a traditional Midnight Mass is proving to be a great success. 160 people attended the Family Crib Mass on Christmas Eve 2023, which included 70 children.

The church's work with children also extends beyond Sunday mornings. Hampden Gurney CofE Primary School remains at the very centre of our parish life. Our incumbent is Chairman of the school's Governing Body and two PCC Trustees also served as Governors during 2023. In addition, a weekly Mass is celebrated with the children and teachers, and so there is significant overlap between the life of the church and the life of the school, thereby created a strong sense of community spirit in the local area. This is evident on numerous occasions. For example, we celebrate an annual "Blessing of the Backpacks" in church before the start of each new school year, with the community praying for those embarking on the next step in their education. Beyond Hampden Gurney School, we also enjoy welcoming Wetherby School into church each Friday morning for their weekly assembly and act of worship, as well as for their Carol Services, Concerts, and an educational visit to learn about the Christian Faith. If our work with schools is considered alongside our Sunday School provision, it means around 750 local children are engaged with the church on a regular basis during term time.

But the life of our church extends beyond our work with schools, as central as that is. As well as our regular services, the church enables our community to celebrate and thank God at each of the significant milestones in a person's life. For example,

- Baptism enables us to give thanks for the gift of new life,
- Confirmations enable people to claim baptism promises as their own;
- Marriage is an act in which public vows are exchanged with God's blessing;
- Funeral services enable friends and family to express their grief and give thanks for a life as they commend the person to God's gracious keeping.

Parochial Church Council of The Annunciation Bryanston Street

In 2023, we celebrated 9 baptisms in church, as well as seeing 13 young people and 2 adults confirmed by Bishop Rowan Williams in July 2023. However, there were no weddings or funerals held during 2023, although we did hold one Service of Prayer and Dedication after a Civil Marriage.

As well as the Occasional Offices just detailed, the church also kept a calendar of major services, which included a Harvest Festival in October (where donations were collected for the Marylebone Project to support their work with homeless women locally) and the annual Act of Remembrance in November. The church has also continued its work with the London Deaf Church during 2023, running a successful Christmas Carol service, with over 120 people attending, and developing an annual programme of events for the Deaf Community to mark significant moments in the Christian year.

Deanery Synod

The Incumbent and three members of the PCC currently sit on the Deanery Synod. The Synod provides the PCC with an important link between the parish and the wider structures of the church. For example, it has enabled the PCC to consider a wide range of issues, including providing an opportunity to hear from the Archdeacon of Charing Cross about the current Diocesan Vision and important updates on matters debated nationally at General Synod.

The Church Building

To facilitate the aims and purposes of our church it is important that the PCC maintains the fabric of the building and encourages people to visit and make use of our services. During 2023, the church was open to the community as often as possible, with the building staffed each day during the week from 11am-3pm. Unfortunately, the building can't always be open outside these times given the limits of our resources, although it is often open for longer periods when that is possible. Towards the end of 2023, however, the PCC received a grant from the Fellowship Hall Charity Trust (FHCT), which allowed us to appoint a new part-time Premises Manager and Verger in November. The aim of this appointment is to enable us to open the building more in 2024, as well as free up the Incumbent for other matters related to the mission and ministry of the church (rather than the maintenance of the building). The FHCT grant is for one year only, however, so further funding or budgetary adjustments will be required if the building is to be open more often in the coming years.

The building was well used during 2023, and not just for religious activities. We continued to work closely with London Town Chamber Fest to offer a series of classical concerts to the public, and also held special one-off events (such as a concert featuring Jamie Lonsdale, Ellen Williams, Robert Emery and Miranda Heldt). In addition, Wetherby School used the space on a weekly basis, and we also welcomed Hartbeeps into the building at the beginning of June so that they can offer their weekly fun-filled sessions for babies and toddlers on Tuesday mornings. The church crypt was also used by Bryanston Nursery to offer day care to children from 7am-7pm, Monday-Friday each week. These activities have each drawn in funds, which in turn are absorbed into the running costs and upkeep of the building.

However, the building has continued to cause serious concerns, remaining on Historic England's "At Risk Register". The PCC received a detailed report on its condition from Alex Sherratt (of Matthew Lloyd Architects) back in 2022, which followed the scheduled Quinquennial Inspection at the end of 2021. The report identified the need for major structural repairs. As a result, lots of work has gone into preparing funding applications during 2023 as part of a medium-term plan to repair and develop the building. To complement this fundraising work, the PCC stuck to its existing policy of drawing from its general income to provide necessary match-funding that needs to be a part of any successful funding application. The strategy proved successful during 2023, with significant funding secured from three different sources to launch the "Sharing Our Future" project. The PCC is immensely grateful to the War Memorials Trust and Westminster Council's Community Infrastructure Levy, as well as to the National Lottery Heritage Fund. These combined grants provide for an initial 12-month "Resilience Project", which started in mid-November and is expected to run through to the end of 2024.

The "Sharing Our Future" project initially centres on the urgent repair and conservation of the Calvary War Memorial (which is situated at the western end of the church's exterior on the corner of Bryanston Street and Old Quebec Street). The Calvary War Memorial was vandalised in 2022, so a schedule of works

Parochial Church Council of The Annunciation Bryanston Street

has begun to fix the damage and to conserve the structure. Alongside this work on the Calvary War Memorial, the project includes conservation studies and business planning, audience development work and architectural feasibility studies, as well as help with further fundraising necessary if we are to address the identified needs. There are also two exciting Pilot Projects scheduled to take place in 2024, which will seek to develop the church's current work with schools and the deaf community. The overall aim is to create a fully-costed, fully-feasible, and fully-sustainable plan for a major Capital Works Project which will enable the church to better serve the community going forward.

These exciting developments mean that the PCC has now embarked on its ambitious plan to address the serious issues with the building and to enhance community use by making the space more usable (e.g. installing disabled toilets). However, more humdrum maintenance matters have of course continued throughout 2023. Remedial work at high level has been necessary to ensure the building remains safe, and various issues have been addressed to keep aspects of the building in good working condition. For example, we again made use of the "Gutter Maintenance Scheme" to ensure water runs freely from the building. That said, the supply of water has become a serious concern for us in 2023. The installation of a new water meter out in Bryanston Street led to a protracted dispute with Castle Water and Thames Water after a massive uplift in costs, with concerns that the metered pipe running into the church's premises serves neighbouring buildings as well. The investigation is ongoing. With significant uplifts in all utility costs, cashflow has had to be handled with great care and it has proved difficult to balance the non-restricted funds. The PCC is grateful to Mr Najjar who manages the church's accounts and its finances, as well as the church office. But the need to increase revenue in 2024 is all too apparent.

Pastoral Care

Fr Lincoln Harvey continues to visit those who request pastoral support in the parish. For example, he visits those who are dying, are sick, wish to make their confession, or who seek God's blessing on their home. In addition, some members of the parish are unable to attend church services, so an online service of Compline is offered each week to provide access to anyone who wants to pray remotely.

Volunteers

Alongside its small staff team, the church depends on volunteers to fulfil its charitable aims and objectives. The PCC would like to thank everyone who works so hard to make the church the lively and vibrant community that it is. We are grateful to the dedicated teams of Sunday School Leaders, Altar Servers, and Refreshment Teams, who generously devote time and resources to the benefit of our local community. The PCC also wants to thank our churchwardens, Dr White and Mr Phillips, who worked so tirelessly on our behalf during 2023. It is of note, however, that Dr White moved overseas in October, so resigned as churchwarden. The PCC was delighted that Mr Mohammed was voted in as our new churchwarden at an Extraordinary Meeting of Parishioners at the end of November. Mr Mohammed will be "sworn in" by the Archdeacon of London in January 2024.

Mission and Evangelism

The PCC is keen to invite everyone in our community to join in with events run in church. The electronic parish newsletter is therefore distributed weekly to all its subscribers and is also made available to the public on the church's website. This newsletter keeps people informed of forthcoming services and public events, as well as a prayer list for intercessions and invitations to seek pastoral care. The church also publicises events on its external noticeboards, as well as distributing flyers to the local community (including the many local hotels) when there are major festivals and events. The church also advertises its activities through social media channels and through its local networks, such as the parish school's mailings. In addition, during 2023, a press release was created to share information about the "Sharing Our Future" Heritage Fund project.

Ecumenical Relationships

The church is a member of Churches Together in Westminster. Fr Lincoln Harvey has also established closed links with the neighbouring Rabbi at the Western Marble Arch Synagogue, with regular meetings to discuss shared matters of interest to our respective communities.

Parochial Church Council of The Annunciation Bryanston Street

Financial Review and Reserve Policy

The total incoming resources on unrestricted funds were £205,025 with expenditure amounting to £186,042, as detailed in the financial statements. There was no gain or loss relating to investments leading to a resulting net rise in unrestricted resources of £18,983 with an addition in restricted funds of £39,128, leading to an overall increase in funds to £255,199.

Incoming resources for 2023 have been fairly consistent with previous years. These did not however include tax claims for Gift Aid receipts or VAT refund through LPWS. Gift aid was claimed in 2023 but funds were not received by the end of the 2023 financial year and VAT refund will be claimed in 2024.

The Annunciation, made its full contribution to the Diocesan Common Fund in the year, amounting to £87,775. This contribution largely provides the stipends and housing for the clergy. The sum that the churches in the Deanery have to find is shared between the churches according to a formula that is based mainly on a head count of the congregations.

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance held on unrestricted (including designated) funds at the year end, together with the amounts payable to and by the PCC, was in excess of this target. Though this suggests we are on a firm financial footing after the pandemic, the aftershocks of Covid continue to be felt. Income remains pretty much flat, whilst costs continue to increase. This means that our existing budgets are under sustained pressure and the expansion of our mission and ministry continues to be frustrated. This is partly because we're still in the process of negotiating with Bryanston Nursery to reach a financial settlement related to debts they incurred with us during the pandemic, as well as a five-yearly rent review (which was due in July 2023, but remains ongoing). A contingency plan was put in place in 2021 which remains in place until a final settlement is reached with the nursery, which is why reserves are currently at their level. It is the PCC's hope that once a settlement is reached, monies can be used for match-funding in grant applications to address the serious issues with the building that were identified in the Quinquennial Inspection and enable us to move off Historic England's 'At Risk' Register and encourage greater community use of the building through sympathetic development to improve facilities (such as providing a disabled toilet).

Statement of trustees' responsibilities

The Parochial Church Council's members are responsible for preparing accounts for each financial year that give a true and fair view of the Charity's financial activities during the year and of its state of affairs at the end of the year. In preparing the accounts, the Trustees should follow best practice and:

- select suitable policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner

The Parochial Church Council thanks Mr Simon Mee for taking on the role as The Annunciation's Independent Examiner. He is a member of the Chartered Institute of Internal Auditors.

Whilst Mr Mee is a member of the congregation, he has no direct involvement with the PCC that might compromise his independence.

Approved by The Annunciation Bryanston Street PCC on 15th April 2024 and signed on their behalf by the
Revd Dr Lincoln Harvey.
PCC Chairman



Parochial Church Council of The Annunciation Bryanston Street

Independent Examination – Annual Report & Financial Statements for Year End 31/12/23 Parochial Church Council, Church of the Annunciation, Bryanston Street (Registered Charity No.1146634)

The Charity Commission's directions for an independent examination of accounts fall under the following headings:

- | | |
|--|---------------------------------------|
| 1- Examination & accounting thresholds | 5- Comparison with accounting records |
| 2- Documentation | 6- Analytical procedures |
| 3- Understanding the charity | 7- Examiner's report |
| 4- Accounting records | |

1. Examination & accounting thresholds – The gross income for the year ended 2023 was less than £250k (mainly lettings income, planned giving, Gift Aid envelope donations, other donations, Fellowship Hall Charity Trust (Diocese of London) and National Lottery Heritage Fund grants). Under the Charities Act 2011, a charity's accounts can be subject to independent examination rather than audit if gross income is *'no more than £1 million, provided that if its gross income is more than £250,000, its gross assets (fixed assets plus current assets) are £3.26 million or less'*. As the Charity's gross income in 2023 was less than £250k and its assets were less than £3.26 million, the 2023 accounts qualify for independent examination.
2. Documentation – The examination working papers which have been retained include a draft copy of the annual report and accounts (received 13 April 2024) and a copy of the end of year workbook (with worksheets for cashbook, incoming, expended and bank accounts).
3. Understanding the charity – The examination included review of the draft annual report for the year ended 31/12/23.
4. Accounting records – The records above were provided for examination along with relevant invoices; receipts; HSBC bank statements for 2023 for three accounts (a/cs 22426552, 20232173 and 91372858); and CCLA COIF Charities Deposit Fund 18/01/24 statements for three accounts (a/cs C03067429, C03067430 and C03067431).
5. Comparison with accounting records – The 2023 accounts were compared to the accounting records (see 2 above) to verify the expenditure related to the work of the church, voluntary income, income from activities and asset values.
6. Analytical procedures – A comparison of the 2023 to the 2022 accounts was carried out to identify any material changes between the two years that required further explanation; and, an analysis of the 2023 balance sheet was undertaken to determine if the totals were in line with the Charity's activities in the year.
7. Examiner's report – As a result of my examination, I am generally satisfied that the accounts accurately represent the income and expenditure items in the accounting records and that the accounting records are adequately supported by documentary evidence. Further, the items in the balance sheet are appropriate and are supported by the accounting records and relevant documentary evidence.

I am also satisfied that the report contains appropriate disclosures around the crypt rental debt, Gift Aid claim and Listed Places of Worship VAT refund issue.

Examination Certificate

I agree with the contents of the examination certificate in the 2023 draft accounts i.e. there is no material misstatement in the accounts, the accounts accord with the accounting records and the accounts/accounting records are in line with the 2011 Act.

Simon Mee CMIIA
Basement Flat
102 Gloucester Terrace
London W2 6HP

15 April 2024

Parochial Church Council of The Annunciation Bryanston Street

Statement of Financial Activities
For the year ended 31st December 2023

		2023			2022
	Notes	Unrestricted	Restricted	Total	Total
		£	£	£	£
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Voluntary Income	2	48,192	-	48,192	44,467
Activities for Generating Funds	3	150,620	-	150,620	129,845
Restricted Funds	3A	-	55,125	55,125	-
Investment Income	4	5,913	-	5,913	1,562
Other Incoming Resources	5	300	-	300	333
		205,025	55,125	260,150	176,207
RESOURCES EXPENDED					
Cost of Generating Funds	6	-	-	-	-
Restricted Expenditure	6A	-	15,997	15,997	-
Charitable Expenditure	7	186,042	-	186,042	174,951
Governance Costs	8	-	-	-	-
		186,042	15,997	202,039	174,951
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR BEFORE TRANSFERS					
		18,983	39,128	58,111	1,256
Transfers		-	-	-	-
NET (OUTGOING)/INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES					
		18,983	39,128	58,111	1,256
OTHER RECOGNISED GAINS					
Unrealised Gains on Investments	9	-	-	-	-
Realised Gains on Investments	9	-	-	-	-
NET MOVEMENT IN FUNDS					
		18,983	39,128	58,111	1,256
FUND BALANCE BROUGHT FORWARD AT 1ST JANUARY 2022					
		197,088	-	197,088	195,832
FUND BALANCE CARRIED FORWARD AT 31ST DECEMBER 2023					
		£ 216,071	£ 39,128	£ 255,199	£ 197,088

All recognised gains and losses are reflected through the statement of Financial Activities. No separate statement of Total Recognised Gains and Losses is disclosed.

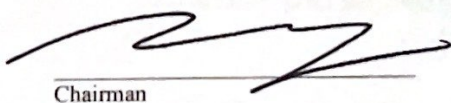
All the activities reported above represent continuing operations.

Parochial Church Council of The Annunciation Bryanston Street

Balance Sheet
As at 31st December 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Quoted Investments	9	-	-
CURRENT ASSETS			
Debtors	10	48,871	29,796
Short term deposits		132,756	127,182
Cash at Bank and in hand	11	73,572	40,110
		255,199	197,088
CREDITORS:			
Amount falling due within one year	12	-	-
NET CURRENT ASSETS		255,199	197,088
NET ASSETS		£ 255,199	£ 197,088
Represented by:			
UNRESTRICTED FUNDS			
- General	14	215,090	196,107
- Designated	14	981	981
RESTRICTED FUNDS	15	39,128	-
TOTAL FUNDS		£ 255,199	£ 197,088

Approved by the Parochial Church Council on 15th April 2024 and signed on their behalf.


Chairman


Treasurer

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts For the Year Ended 31st December 2023

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2005.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements 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, nor those which are informal gatherings of church members.

(b) Funds Accounting

Funds held by the PCC are:

Unrestricted Funds

General funds which can be used for PCC ordinary purposes.

Restricted Funds

Donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

(c) Incoming Resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All Other Income

All other income is recognised when it is receivable.

Gains and Losses on Investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31st December.

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts
For the Year Ended 31st December 2023
Continued

1. ACCOUNTING POLICIES (Continued)

(d) Resources Expended

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

(e) Fixed Assets

Investments

Investments are stated at market value at the balance sheet date.

(f) Current Assets

Amounts owing to the PCC at 31st December 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.

(g) Cashflow

The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement.

Parochial Church Council of The Annunciation Bryanston Street

**Notes to the Accounts
For the Year Ended 31st December 2023
Continued**

2. VOLUNTARY INCOME

Incoming Resources from Donors	2023			2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Planned Giving	21,032	-	21,032	19,839
Gift Aid Envelopes – congregation	4,922	-	4,922	2,323
Open Plate	3,749	-	3,749	3,856
Charitable Donations	4,475	-	4,475	8,061
Wall box donations	919	-	919	2,234
Card Reader	5,175	-	5,175	2,754
Gift Aid Received	-	-	-	-
	<u>40,272</u>	<u>-</u>	<u>40,272</u>	<u>39,067</u>
Other Voluntary Incoming Resources				
Donations for improving the Church	-	-	-	-
Occasional grants	-	-	-	1,500
VAT Refund LPWS	-	-	-	-
Let to Music School	1,260	-	1,260	-
Wetherby School	5,100	-	5,100	3,900
Concerts	1,560	-	1,560	-
	<u>£48,192</u>	<u>£ -</u>	<u>£48,192</u>	<u>£44,467</u>

3. ACTIVITIES FOR GENERATING FUNDS

Fees	-	-	-	-
Lettings - Church crypt and gallery	125,000	-	125,000	109,375
- Bryanston debtor	20,775	-	20,775	15,625
- Tenant Insurance/Utilities	4,845	-	4,845	4,845
	<u>£150,620</u>	<u>£ -</u>	<u>£150,620</u>	<u>£129,845</u>

3A. RESTRICTED FUNDS

Fellowship Hall Charity Trust (Diocese of London)	-	10,125	10,125	-
National Lottery Heritage Fund	-	45,000	45,000	-
	<u>-</u>	<u>£55,125</u>	<u>£55,125</u>	<u>-</u>

Parochial Church Council of The Annunciation Bryanston Street

**Notes to the Accounts
For the Year Ended 31st December 2023
Continued**

	Unrestricted	2023 Restricted	Total	2022 Total
	£	£	£	£
4. INVESTMENT INCOME				
Dividends and Interest	£ 5,913	£ -	£ 5,913	£1,562
5. OTHER INCOMING RESOURCES				
Royalties and other	£ 300	£ -	£ 300	£333
6. COST OF GENERATING FUNDS				
Events expenses	-	-	-	-
Diocesan Fees	-	-	-	-
	£ -	£ -	£ -	£ -
6A. RESTRICTED EXPENDITURE				
Fellowship Hall Charity Trust	-	1,161	1,161	-
(Diocese of London) - Verger	-	14,836	14,836	-
National Lottery Heritage Fund				
	£ -	£ 15,997	£ 15,997	£ -

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts **For the Year Ended 31st December 2023** Continued

		2023			2022
		Unrestricted	Restricted	Total	Total
		£	£	£	£
7. CHARITABLE ACTIVITIES					
Grants and donations (Note 7a)		25	-	25	151
Activities directly related to work of the Church (Note 7b)		121,621	-	121,621	116,974
Expenditure related to the Church (Note 7c)		30,969	-	30,969	31,421
Administrative costs (Note 7d)		33,427	-	33,427	26,405
		<u>£ 186,042</u>	<u>£ -</u>	<u>£ 186,042</u>	<u>£ 174,951</u>
(a) GRANTS AND DONATIONS					
Bishop of London appeal		-	-	-	-
London Dioceses Lent Appeal		-	-	-	-
Marylebone Church Association		25	-	25	151
Churches Together		-	-	-	-
		<u>£ 25</u>	<u>£ -</u>	<u>£ 25</u>	<u>£ 151</u>
(b) ACTIVITIES DIRECTLY RELATED TO THE WORK OF THE CHURCH					
Diocesan Common Fund – Current year		87,775	-	87,775	85,200
Diocesan Common Fund – prior years		-	-	-	-
Music		27,670	-	27,670	25,323
Clergy and Vicarage expenses		208	-	208	381
Gifts for volunteers & clergy		329	-	329	490
Cleaning		1,597	-	1,597	1,771
Church presentation		2,500	-	2,500	1,769
Sunday School		597	-	597	235
Hospitality		945	-	945	1,805
		<u>£ 121,621</u>	<u>£ -</u>	<u>£ 121,621</u>	<u>£ 116,974</u>

Parochial Church Council of The Annunciation Bryanston Street

**Notes to the Accounts
For the Year Ended 31st December 2023
Continued**

7	CHARITABLE ACTIVITIES (Continued)	2023		2022
		Unrestricted	Restricted	Total
		£	£	£
(a)	EXPENDITURE RELATED TO CHURCH			
	Minor repairs and maintenance	6,883	-	6,883
	Professional fees for Administrators	-	-	-
	Major works (Planting etc)	-	-	-
	Utilities	9,609	-	9,609
	Insurance	11,737	-	11,737
	Audio Visual equipment	779	-	779
	Legal fees re Licensor	425	-	425
	Misc. fees and charges	581	-	581
	Other - fire services	973	-	973
		<u>£ 30,969</u>	<u>£ -</u>	<u>£ 30,969</u>
				<u>£ 31,421</u>
(d)	ADMINISTRATIVE COSTS			
	Staff costs	27,391	-	27,391
	Printing, Postage and stationery	5,159	-	5,159
	Telephone, broadband and computer	877	-	877
		<u>£ 33,427</u>	<u>£ -</u>	<u>£ 33,427</u>
				<u>£ 26,405</u>
8	GOVERNANCE COSTS			
	Independent Examination	£ -	£ -	£ -
		<u>£ -</u>	<u>£ -</u>	<u>£ -</u>
9	FIXED ASSET INVESTMENTS			
		2023		2022
		£		£
	Market value at 1st January 2022	-		-
	Additions	-		-
	Disposals Proceeds	-		-
	Residual Gain	-		-
	Unrealised Gains	-		-
		<u>-</u>		<u>-</u>
	Market Value at 31st December 2023	<u>£ -</u>		<u>£ -</u>

Parochial Church Council of The Annunciation Bryanston Street

**Notes to the Accounts
For the Year Ended 31st December 2023
Continued**

	2023 £	2022 £
10. DEBTORS		
Debtor – Bryanston Nursery – Licence Fee	48,871	28,096
Prepayments and accrued income	-	-
Other Debtors	-	1,700
	<u>£ 48,871</u>	<u>£ 29,796</u>
11. CASH AT BANK AND IN HAND		
HSBC	73,572	40,110
Petty Cash	-	-
	<u>£73,572</u>	<u>£40,110</u>
12. CREDITORS		
Amounts due within one year		
Accruals	-	-
Creditor - Common Fund	-	-
Other Creditors	-	-
	<u>£ -</u>	<u>£ -</u>
13. COMMITMENT UNDER OPERATING LEASES		
As at 31 December 2023 there are annual commitments under an operating lease as set out below	2023 Equipment £	
Operating leases which expire:		
Within 1 – 2 years	-	
Within 2 – 5 years	<u>1,435</u>	

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts For the Year Ended 31st December 2023 Continued

14. UNRESTRICTED FUNDS

	Designated		General Funds	2023 Total
	Appeal Fund £	Sub-Total Designated £	£	£
Balance B/F	£981	£981	£196,107	£197,088
Transfer	-	-	-	-
Income	-	-	205,025	205,025
Expenditure	-	-	(186,042)	(186,042)
Realised Gains	-	-	-	-
Unrealised Gains	-	-	-	-
	£981	£981	£215,090	£216,071

14A. RESTRICTED FUNDS Fellowship Hall Charity Trust (Diocese of London)

	Fellowship Hall Charity Trust (Diocese of London) £	National Lottery Heritage Fund £	2023 Total £
Balance B/F	-	-	-
Income	10,125	45,000	55,125
Expenditure	(1,161)	(14,836)	(15,977)
	£8,964	£30,164	£39,128

15. ASSETS BETWEEN FUNDS

	Unrestricted Fund £	Restricted Funds £	2023 Total £
Fixed Assets Investments	-	-	-
Current Assets	216,071	39,128	255,199
Creditors	-	-	-
	£ 216,071	£ 39,128	£ 255,199

16. TRANSACTIONS WITH RELATED PARTIES

During 2023, one trustee was employed on a part time basis. The amount received was £1161.

Accounts



**Parochial Church Council of
The Annunciation Bryanston Street**
(Registered Charity No. 1146634)

**Annual Report
and
Financial Statements**

For the year ended 31st December 2022

Report of the Trustees
For the year ended 31st December 2022

Clergy

Father Lincoln Harvey

Churchwardens

Mr S Phillips

Dr H White

Independent examiner

Simon Mee CMIIA

102 Gloucester Terrace

London

W2 6HP

Bankers

PCC General Account

HSBC

196 Oxford Street

London W1D 1NT

Investment funds

CCLA Investment Management Ltd

Senator House, 85 Queen Victoria Street

London EC4V 4ET

M&G (Charifund)

Charity Department

PO Box 9038

Chelmsford CM99 2XF

Report of the Trustees
For the year ended 31st December 2022
(Continued)

Aims and purposes

The Annunciation's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, Fr Lincoln Harvey, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Compliance

Our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, and in particular on 'charities for the advancement of religion.' The PCC has also complied with section 5 of the Safeguarding and Clergy Discipline Measure 2016, recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Reference and administrative information

The Annunciation is situated in Bryanston Street in Marble Arch, just off Oxford Street in the West End of London. It is part of the Diocese of London within the Church of England. The correspondence address is: The Annunciation Branston Street, London W1H 7AH. The Parochial Church Council of The Annunciation is a charity registered with the Charity Commission with charity number 1146634.

PCC members who have served at any time from 1st January 2022 until the date this report was approved are:

Ex Officio

Incumbent: Revd Dr Lincoln Harvey - (*Chairman*)

Church Wardens: Mr Steve Phillips - (*Vice Chairman and Standing Committee Member*)
Dr Helen White - (*Standing Committee Member*)

Elected

Members: Mrs Olufunke Ajenifuja - (*Secretary & Standing Committee Member from June 2022*)
Mr Elyas Chowdhury
Mr David de Kevern
Mr Vincent Forestier - (*Deanery Synod Representative*)
Mrs Marielle Garland - (*Stood down 1st May 2022*)
Ms Maria Kastani
Mr L Laino - (*Stood down 1st May 2022*)
Mr Michael Mohammed - (*Standing Committee member*)
Mr Gavin Monk
Mr Simon Thwaites - (*Standing Committee member to June 2022*)
Mrs Vladka Thwaites
Mr Anthony Ugorji

Additional Parish Roles:

<i>Treasurer</i>	Mr Majed Najjar
<i>Electoral Roll Officer:</i>	Mr Majed Najjar
<i>Director of Music:</i>	Mr Christopher Saward
<i>Children & Families Worker:</i>	Mrs Jasmine Cullingford
<i>Parish Safeguarding Officer:</i>	Mrs Jasmine Cullingford

Report of the Trustees
For the year ended 31st December 2022
(Continued)

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and can stand for election to the PCC.

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. The PCC met six times during the year. Given its wide responsibilities, the PCC also has a Standing Committee to deal with matters arising between meetings, and this met an additional five times during the year. The Standing Committee is responsible to the PCC and reports back to it regularly with matters discussed and decisions made as necessary.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church, to develop their faith, and to build up a sense of community within the parish of the Annunciation. The PCC maintains an overview of worship and activities throughout the parish and makes suggestions on how these can involve the many groups who live or work within our parish, as well as those visiting our neighbourhood. For example, our services and worship put faith into practice through prayer and scripture, music and sacrament, as well as preaching and teaching. We thereby try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Close links with the parish VA school - Hampden Gurney CofE Primary School, and with Wetherby School
- Missionary and outreach work through community events, such as classical concerts and carol services.

The PCC is continually looking for new ways, within its capacity and resources, to build up its parish life, for example investing in our growing provision for young children and parents. To help finance such activities, the PCC makes use of its main asset, the church building, to raise income by letting part of the crypt and a section of the west end of the church under license to the Bryanston Nursery. To maintain its support both for parish activities and the letting of the church building to other community users, the parish regularly undertakes work to maintain and, where possible, enhance the church building and its facilities.

Report of the Trustees
For the year ended 31st December 2022
(Continued)

Achievements and Performance

Worship and Prayer:

The PCC is keen to offer a range of services during the week and over the course of the year to the benefit and spiritual fulfilment of our community. For example, a spoken daily Mass during the week provides a quiet and reflective environment for worship, whilst opportunities to engage in more dramatic worship is also provided in Sung Masses on Sunday mornings and occasionally at High Feasts. Everyone is welcome to attend our regular services.

This year the church has recovered well from the impact of the global pandemic, welcoming more people into our church than in recent years, including lots of new young families. This recovery is evidenced by the successful reestablishment of our Sunday School provision, as well as significant numbers of infant baptisms through the year. In addition, thought has been given to considering how best to enable all our community to celebrate key High Feasts, with our provision on Christmas Eve, for example, being adapted so that families, including young children, could celebrate the Nativity at an early evening Crib Mass. It is pleasing to report that the new arrangements have been well received.

At present there are 177 parishioners on the Church Electoral Roll. 8 names were added during the year and 1 removed (because they moved overseas). The average weekly attendance, counted during October and recorded on the parish return to the Diocese, was 563, which included 400 people engaging with God through our work with local schools. The weekly figure is often higher, but this data is recorded during a period that includes a school half-term.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of new life, through confirmation we enable people to claim their baptism promises as their own, in marriage public vows are exchanged with God's blessing, and through funeral services friends and family express their grief and give thanks for a life now completed in this world, and commend the person to God's gracious keeping. In 2022, we celebrated 19 baptisms, as well as seeing 7 young people confirmed by the Bishop. However, there were no weddings or funerals held in our church in 2022, although we did hold one memorial service. The church has also relaunched its work with the London Deaf Church following its disruption during the pandemic, running a successful Christmas Carol service, as well beginning to develop an annual programme of events for the Deaf Community to mark significant moments in the Christian year. The church's work with Hampden Gurney CofE Primary School also remains at the centre of our parish life, and we continue to enjoy welcoming Wetherby School into church each Friday for their weekly assembly and act of worship. Along with Sunday School, it means around 750 children are engaged in church activities each week during term time.

Deanery Synod

The Vicar and one member of the PCC currently sits on the Deanery Synod. The synod provides the PCC with an important link between the parish and the wider structures of the church. For example, it has enabled the PCC to consider a wide range of issues, including providing an opportunity for members to hear about Eco- Church and environmental sustainability when we hosted the Synod in October.

Report of the Trustees
For the year ended 31st December 2022
(Continued)

The Church Building

To facilitate the work of our church it is important that we maintain the fabric of the building and encourage people to visit and make use of our services. We want our church to be open to our community for private prayer as often as possible and have therefore opened the building each day during the week from 11am-3pm. Unfortunately, the building can't always be staffed outside these times given the limits of our resources, although it is often open for longer periods when possible. We have also begun to work closely with London Town Chamber Fest to offer music concerts to the public. An initial concert at the end of the year was a great success, and a programme is now being developed for 2023. During the week the church undercroft is also used by Bryanston Nursery, which offers day care to children. After all the disruption of the pandemic, it is pleasing to see that the building has been well used in 2022.

However, the building fabric has been causing concern for some time. A detailed report on its condition was prepared by the church architect, Alex Sherratt of Matthew Lloyd Architects, after a scheduled Quinquennial inspection in November 2021. The PCC had already anticipated the need for major structural renewal, and so it is our policy to make provisions from general income in the expectation that match-funding will be required as part of any successful funding application. Remedial work at high level has needed to continue in the interval to ensure the building remains safe. Nonetheless, it is on Historic England's 'At Risk' register. We therefore tried to make significant progress on restoration and development work in 2022, putting together a number of applications for financial assistance. We were grateful to Benefact Trust for a small grant towards the restoration project in 2022, but will continue to work on this project in the coming year.

Aside from the behind-the-scenes work on a major restoration/development project, we have made some modest progress with the building this year as well as undertaken remedial work to keep aspects in good working condition. We continue to make use of the "Gutter Maintenance Scheme" to ensure water runs freely from the building. The cause of a leak which damaged a toilet in the undercroft has also now been fixed, though the repair of the toilet still needs to be done following a protracted negotiation between the relevant insurance companies. We have had several walls repaired and painted, for example the back corridor, as well as getting a structural engineer to examine various cracks at high level in response to the Quinquennial Report.

However, we unexpectedly needed to begin a different repair and conservation project in 2022, following an act of vandalism on our Calvary War Memorial on the corner of Old Quebec Street. Following consultation with the Diocese of London and the War Memorials Trust, our architect produced a schedule of work which was put out to tender. A wide range of quotes were received for this specialist work, as well as correlated fundraising applications. We were delighted to be awarded a generous grant of £20,000 from the War Memorials Trust to help pay for the work once it begins. We await news other applications for the remainder of the funds, but the work is scheduled to go ahead in 2023.

We also received a condition report on our organ from Bishop's and Son in 2022, which set out a proposed schedule of work to keep it in good order. The projected cost was estimated to be in the region of £130,000, which would require another major work in fundraising. Given the necessary restoration work to the building following the Quinquennial Report, it was decided that no further progress could be made on maintaining the organ at this time. Nonetheless, the decision will remain under review.

Pastoral Care

Fr Lincoln Harvey visits those who request pastoral support in the parish. For example, he visits those who are dying, are sick, or who seek God's blessing on their new home. Some members of the parish are unable to attend church services, so we also offer an online service of Compline each week to enable access to anyone who wants to pray remotely.

Report of the Trustees
For the year ended 31st December 2022
(Continued)

Volunteers

The church depends on many volunteers, who generously help run its activities. The PCC would therefore like to thank everyone who works so hard to make our church the lively and vibrant community it is. In particular we want to thank our churchwardens Dr White and Mr Phillips who work so tirelessly on our behalf and also Mr Najjar who manages the church's accounts and its finances, as well as the church office. We are also especially grateful to the dedicated teams of Sunday School Leaders, Servers and Refreshment Teams, who generously devote time and resources to the benefit of our local community.

Mission and Evangelism

Our parish newsletter is distributed weekly to all subscribers and is also made available on the church's website. The newsletter keeps people informed of forthcoming services and public events, as well as a prayer list for intercessions and invitations to seek pastoral care. The church also publicises events on its external noticeboards, as well as distributing flyers to the local community (including the many local hotels) for major festivals and events. The church also advertises its activities through social media channels and through its local networks, such as the parish school's mailings.

Ecumenical Relationships

The church is a member of Churches Together in Westminster. Fr Lincoln Harvey has also established closed links with the neighbouring Rabbi at the Western Marble Arch Synagogue, with regular meetings to discuss shared matters of interest to our respective communities.

Financial Review and Reserve Policy

The total incoming resources on unrestricted funds were £176,207 with expenditure amounting to £174,951, as detailed in the financial statements. There was no gain or loss relating to investments leading to a resulting net incoming of resources of £1,256 with unrestricted funds, at 31st December 2022, totalling £197,088.

Incoming resources for 2022 have been fairly consistent with previous years. These did not however include tax claims for Gift Aid receipts or VAT refund through LPWS. Both amounts will be claimed during the 2023 financial year.

The Annunciation, made its full contribution to the Diocesan Common Fund in the year, amounting to £85,200. This contribution largely provides the stipends and housing for the clergy. The sum that the churches in the Deanery have to find is shared between the churches according to a formula that is based mainly on a head count of the congregations.

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance held on unrestricted (including designated) funds at the year end, together with the amounts payable to and by the PCC, was in excess of this target. Though this suggests we are on a firm financial footing after the pandemic, the aftershocks of Covid continue to be felt. Income remains pretty much flat, whilst costs continue to increase. This means that our existing budgets are under sustained pressure and the expansion of our mission and ministry continues to be frustrated. This is partly because we're still in the process of negotiating with Bryanston Nursery to reach a financial settlement related to debts they incurred with us during the pandemic. A contingency plan was put in place in 2021 which remains until a final settlement is reached with the nursery, which is why reserves are currently at their level. It is the PCC's hope that once a settlement is reached, monies can be used for match-funding in grant applications to address the serious issues with the building that were identified in the Quinquennial Inspection and enable us to move off Historic England's 'At Risk' Register and encourage greater community use of the building through sympathetic development to improve facilities (such as providing a disabled toilet).

Report of the Trustees
For the year ended 31st December 2022
(Continued)

Statement of trustees' responsibilities

The Parochial Church Council's members are responsible for preparing accounts for each financial year that give a true and fair view of the Charity's financial activities during the year and of its state of affairs at the end of the year. In preparing the accounts, the Trustees should follow best practice and:

- select suitable policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner

The Parochial Church Council thanks Mr Simon Mee for taking on the role as The Annunciation's Independent Examiner. He is a member of the Chartered Institute of Internal Auditors.

Whilst Mr Mee is a member of the congregation, he has no direct involvement with the PCC that might compromise his independence.

Approved by The Annunciation Bryanston Street PCC on 21st May 2023 and signed on their behalf by the Revd Dr Lincoln Harvey.



PCC Chairman

Parochial Church Council of The Annunciation Bryanston Street

Independent Examination – Annual Report & Financial Statements for Year End 31/12/22 - Parochial Church Council, Church of the Annunciation, Bryanston Street (Registered Charity No.1146634)

The Charity Commission's directions for an independent examination of accounts fall under the following headings:

- | | |
|--|---------------------------------------|
| 1- Examination & accounting thresholds | 5- Comparison with accounting records |
| 2- Documentation | 6- Analytical procedures |
| 3- Understanding the charity | 7- Examiner's report |
| 4- Accounting records | |

1. Examination & accounting thresholds – The gross income for the year ended 2022 was less than £250k (mainly lettings income, planned giving, Gift Aid envelope donations, other donations and Culture Recovery Fund Grant).
Under the Charities Act 2011, a charity's accounts can be subject to independent examination rather than audit if gross income is '*no more than £1 million, provided that if its gross income is more than £250,000, its gross assets (fixed assets plus current assets) are £3.26 million or less*'. As the Charity's gross income in 2022 was less than £250k and its assets were less than £3.26 million, the 2022 accounts qualify for independent examination.
2. Documentation – The examination working papers which have been retained include a draft copy of the annual report and accounts (received 18 March 2023) and a copy of the end of year workbook (with worksheets for cashbook, incoming, expended and bank accounts).
3. Understanding the charity – The examination included review of the draft annual report for the year ended 31/12/22 (not yet completed as of 18 March 2023).
4. Accounting records – The records above were provided for examination along with relevant invoices; receipts; HSBC bank statements for 2022 for three accounts (a/cs 22426552, 20232173 and 91372858); and CCLA COIF Charities Deposit Fund 31/12/21 statements for three accounts (a/cs 816500001C, 816500002C and 816500003C).
5. Comparison with accounting records – The 2022 accounts were compared to the accounting records (see 2 above) to verify the expenditure related to the work of the church, voluntary income, income from activities and asset values.
6. Analytical procedures – A comparison of the 2022 to the 2021 accounts was carried out to identify any material changes between the two years that required further explanation; and, an analysis of the 2022 balance sheet was undertaken to determine if the totals were in line with the Charity's activities in the year.
7. Examiner's report – As a result of my examination, I am generally satisfied that the accounts accurately represent the income and expenditure items in the accounting records and that the accounting records are adequately supported by documentary evidence. Further, the items in the balance sheet are appropriate and are supported by the accounting records and relevant documentary evidence.

Crypt lettings income 2022

The draft 2022 accounts (as of 18 March 2023) indicate that of the £125,000 contracted rent for 2022, the tenant paid £109,375 with £15,625 recorded as debt in the balance sheet.

However, at the end of 2021 the tenant owed £12,471 in rent (after £100,000 was transferred from the tenant's deposit of £125,000 to cover 2020 and 2021 shortfalls). The tenant's total rent debt for 2021 and 2022 was **£28,096** and I have suggested that this is the figure which should be recorded in the 2022 balance sheet (unless further drawdown from the remaining deposit has taken place).

I understand that the Church is in discussion with the tenant regarding the rent debt and reduced deposit. I recommend that suitable commentary for how the Church is managing the risks associated with rent debt and reduced deposit is included in the 2022 annual report's financial review.

Gift Aid received & Listed Places of Worship Scheme (LPWS) VAT refund 2022

I noted in my examination that the draft accounts did not record the receipt of Gift Aid or of an LPWS VAT refund in 2022. I understand that both will be claimed in 2023.

Examination Certificate

I agree with the contents of the examination certificate in the 2022 draft accounts i.e. there is no material misstatement in the accounts, the accounts accord with the accounting records and the accounts/accounting records are in line with the 2011 Act.

Simon Mee CMIIA
Basement Flat, 102 Gloucester Terrace
London W2 6HP

17 April 2023

Parochial Church Council of The Annunciation Bryanston Street

Statement of Financial Activities For the year ended 31st December 2022

		2022			2021
	Notes	Unrestricted £	Restricted £	Total £	Total £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Voluntary Income	2	44,467	-	44,467	68,706
Activities for Generating Funds	3	129,845	-	129,845	131,509
Investment Income	4	1,562	-	1,562	10
Other Incoming Resources	5	333	-	333	57
		176,207	-	176,207	200,282
RESOURCES EXPENDED					
Cost of Generating Funds	6	-	-	-	211
Charitable Expenditure	7	174,951	-	174,951	85,048
Governance Costs	8	-	-	-	-
		174,951	-	174,951	85,259
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR BEFORE TRANSFERS					
		1,256	-	1,256	115,023
Transfers		-	-	-	-
NET (OUTGOING)/INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES					
		1,256	-	1,256	115,023
OTHER RECOGNISED GAINS					
Unrealised Gains on Investments	9	-	-	-	-
Realised Gains on Investments	9	-	-	-	-
		-	-	-	-
NET MOVEMENT IN FUNDS					
		1,256	-	1,256	115,023
FUND BALANCE BROUGHT FORWARD AT 1ST JANUARY 2021					
		195,832	-	195,832	80,809
FUND BALANCE CARRIED FORWARD AT 31ST DECEMBER 2021					
		£ 197,088	£ -	£ 197,088	£ 195,832

All recognised gains and losses are reflected through the statement of Financial Activities. No separate statement of Total Recognised Gains and Losses is disclosed.

All the activities reported above represent continuing operations.

Parochial Church Council of The Annunciation Bryanston Street

Balance Sheet As at 31st December 2022

	Notes	£	2022	£	£	2021	£
FIXED ASSETS							
Quoted Investments	9			-			-
CURRENT ASSETS							
Debtors	10	29,796			13,094		
Short term deposits		127,182			140,910		
Cash at Bank and in hand	11	40,110			43,955		
			197,088		197,960		
CREDITORS:							
Amount falling due within one year	12	-			(2,128)		
NET CURRENT ASSETS				197,088			195,831
NET ASSETS				£ 197,088			£ 195,831
Represented by:							
UNRESTRICTED FUNDS							
- General	14		196,107			194,851	
- Designated	14		981			981	
RESTRICTED FUNDS	15		-			-	
TOTAL FUNDS				£ 197,088			£ 195,832

Approved by the Parochial Church Council on 21st May 2023 and signed on their behalf.

Chairman

Treasurer

**Notes to the Accounts
For the Year Ended 31st December 2022**

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2005.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements 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, nor those which are informal gatherings of church members.

(b) Funds Accounting

Funds held by the PCC are:

Unrestricted Funds

General funds which can be used for PCC ordinary purposes.

Restricted Funds

Donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

(c) Incoming Resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All Other Income

All other income is recognised when it is receivable.

Gains and Losses on Investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31st December.

Notes to the Accounts
For the Year Ended 31st December 2022
Continued

1. ACCOUNTING POLICIES (Continued)

(d) Resources Expended

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

(e) Fixed Assets

Investments

Investments are stated at market value at the balance sheet date.

(f) Current Assets

Amounts owing to the PCC at 31st December 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.

(g) Cashflow

The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement.

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts For the Year Ended 31st December 2022 Continued

2. VOLUNTARY INCOME

Incoming Resources from Donors	2022			2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Planned Giving	19,839	-	19,839	21,283
Gift Aid Envelopes – congregation	2,323	-	2,323	1,320
Open Plate	3,856	-	3,856	3,203
Charitable Donations	8,061	-	8,061	909
Wall box donations	2,234	-	2,234	886
Card Reader	2,754	-	2,754	129
Gift Aid Received	-	-	-	7,072
	39,067	-	39,067	34,802
Other Voluntary Incoming Resources				
Donations for improving the Church	-	-	-	-
Occasional grants	1,500	-	1,500	28,000
VAT Refund LPWS	-	-	-	4,204
Let for Rehearsals/Polling station	-	-	-	-
Dinners	-	-	-	-
Wetherby School	3,900	-	3,900	1,700
Concert	-	-	-	-
	£44,467	£ -	£44,467	£68,706

3. ACTIVITIES FOR GENERATING FUNDS

Fees	-	-	-	464
Lettings - Church crypt and gallery	109,375	-	109,375	125,000
- Bryanston Nursery debtor	15,625	-	15,625	1,200
- Tenant Insurance/Utilities	4,845	-	4,845	4,845
	£129,845	£ -	£129,845	£131,509

4. INVESTMENT INCOME

Dividends and Interest	£ 1,562	£ -	£ 1,562	£ 10

5. OTHER INCOMING RESOURCES

Royalties and other	£ 333	£ -	£ 333	£ 57

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts For the Year Ended 31st December 2022 Continued

	2022			2021
	Unrestricted £	Restrict ed £	Total £	Total £
6. COST OF GENERATING FUNDS				
Events expenses	-	-	-	-
Diocesan Fees	-	-	-	211
	£ -	£ -	£ -	£ 211
7. CHARITABLE ACTIVITIES				
Grants and donations (Note 7a)	151	-	151	25
Activities directly related to work of the Church (Note 7b)	116,974	-	116,974	33,139
Expenditure related to the Church (Note 7c)	31,421	-	31,421	33,423
Administrative costs (Note 7d)	26,405	-	26,405	18,461
	£ 174,951	£ -	£ 174,951	£ 85,048
(a) GRANTS AND DONATIONS				
Bishop of London appeal	-	-	-	-
London Dioceses Lent Appeal	-	-	-	-
Marylebone Church Association	151	-	151	25
Churches Together	-	-	-	-
	£ 151	£ -	£ 151	£ 25
(b) ACTIVITIES DIRECTLY RELATED TO THE WORK OF THE CHURCH				
Diocesan Common Fund – Current year	85,200	-	85,200	85,200
Diocesan Common Fund – prior years	-	-	-	(91,160)
Music	25,323	-	25,323	27,134
Clergy and Vicarage expenses	381	-	381	7,962
Gifts for volunteers & clergy	490	-	490	245
Cleaning	1,771	-	1,771	2,203
Church presentation	1,769	-	1,769	1,203
Sunday School	235	-	235	226
Youth Choir	-	-	-	-
Hospitality	1,805	-	1,805	126
	£ 116,974	£ -	£ 116,974	£ 33,139

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts For the Year Ended 31st December 2022 Continued

7.	CHARITABLE ACTIVITIES (Continued)	2022			2021
		Unrestricted £	Restricted £	Total £	Total £
(c)	EXPENDITURE RELATED TO CHURCH				
	Plaster repairs and maintenance	8,499	-	8,499	6,506
	Professional fees for Alterations	-	-	-	-
	Major works (Heating etc)	-	-	-	-
	Utilities	8,394	-	8,394	11,026
	Insurance	10,741	-	10,741	10,310
	Audio Visual equipment	2,039	-	2,039	432
	Advertising cost for new clergy	-	-	-	1,515
	Legal fees re Licence	-	-	-	1,200
	Misc fees and charges	610	-	610	-
	Other - fire services	1,138	-	1,138	2,434
		£ 31,421	£ -	£ 31,421	£ 33,423
(d)	ADMINISTRATIVE COSTS				
	Staff costs	22,814	-	22,814	11,540
	Printing, Postage and stationery	2,598	-	2,598	4,213
	Telephone, broadband and computer	993	-	993	1,124
	Card reader	-	-	-	1,584
		£ 26,405	£ -	£ 26,405	£ 18,461
8.	GOVERNANCE COSTS				
	Independent Examination	£ -	£ -	£ -	£ -
9.	FIXED ASSET INVESTMENTS		2022		2021
			£		£
	Market value at 1st January 2022		-		-
	Additions		-		-
	Disposal Proceeds		-		-
	Realised Gain		-		-
	Unrealised Gains		-		-
	Market Value at 31st December 2022		£ -		£ -

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts For the Year Ended 31st December 2022 Continued

10.	DEBTORS	2022 £	2021 £
	Debtor – Bryanston Nursery – Licence Fee	28,096	12,471
	Prepayments and accrued income	-	623
	Other Debtors	1,700	-
		£ 29,796	£ 13,094
11.	CASH AT BANK AND IN HAND		
	HSBC	40,110	43,810
	Petty Cash	-	235
		£40,110	£44,045
12.	CREDITORS		
	Amounts due within one year		
	Accruals	-	-
	Creditor - Common Fund	-	-
	Other Creditors	-	2,128
		£ -	£ 2,128
13.	COMMITMENT UNDER OPERATING LEASES		
	As at 31 December 2022 there are annual commitments under an operating lease as set out below	2022 Equipment £	
	Operating leases which expire:		
	Within 1 – 2 years	-	
	Within 2 – 5 years	1,435	

Parochial Church Council of The Annunciation Bryanston Street

Notes to the Accounts For the Year Ended 31st December 2022 Continued

14. UNRESTRICTED FUNDS

	Designated		General Funds	2022 Total
	Appeal Fund £	Sub-total Designated £	£	£
Balance B/F	£ 981	£ 981	£ 194,851	£ 195,832
Transfer	-	-	-	-
Income	-	-	176,207	176,207
Expenditure	-	-	(174,951)	(174,951)
Realised Gains	-	-	-	-
Unrealised Gains	-	-	-	-
	£ 981	£981	£ 196,107	£ 197,088

15. ASSETS BETWEEN FUNDS

	Unrestricted Fund £	Restricted/ Funds £	2022 Total £
Fixed Assets Investments	-	-	-
Current Assets	197,088	-	197,088
Creditors	-	-	-
	£ 197,088	£ -	£ 197,088

Accounts

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET

(Registered Charity No. 1146634)

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

PAROCHIAL CHURCH COUNCIL
OF THE ANNUNCIATION BRYANSTON STREET
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2021

Clergy

Father Lincoln Harvey (from 4 May 2021)

Churchwardens

Mr S Phillips

Dr H White

Independent examiner

Simon Mee CMIIA

102 Gloucester Terrace

London

W2 6HP

Bankers

PCC General Account

HSBC

196 Oxford Street

London W1D 1NT

Investment funds

CCLA Investment Management Ltd

Senator House, 85 Queen Victoria Street

London EC4V 4ET

M&G (Charifund)

Charity Department

PO Box 9038

Chelmsford CM99 2XF

PAROCHIAL CHURCH COUNCIL
OF THE ANNUNCIATION BRYANSTON STREET
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2021
(Continued)

Reference and administrative information

The Parish of The Annunciation, Bryanston Street W1 is in the Diocese of London.

The Parochial Church Council of The Annunciation is a charity registered with the Charity Commission with charity number 1146634. PCC members who served from 1st January 2021 until the date this report was approved are:

<i>Clergy:</i>	Revd Dr Lincoln Harvey	<i>(Collated 4 May 2021)</i>
<i>Church Wardens:</i>	Mr S Phillips Dr H White	<i>(Vice Chairman)</i>
<i>Members:</i>	Mrs Funke Ajenifuja Mr S Thwaites Mr E Tassinari Mr M Mohammed Mrs V Thwaites Mrs M Garland Mr G Monk Mr D de Kevern Ms M Kastani Mr V Forestier Mr L Laino Mr E Chowdhury Mr A Ugorji	<i>(Secretary) elected/co-opted at APCM</i> <i>(Treasurer)</i> <i>(Deanery Synod Representative)</i> <i>(Standing Committee member)</i>
<i>Electoral Roll Officer:</i>	Mrs A Goldsborough	<i>(stepped down on 10 October 2021)</i>
<i>Director of Music:</i>	Mr C Saward	

Structure, governance and management

After Fr Lincoln started in post in May, the parish was governed by the Vicar working with the Parochial Church Council (PCC). Before that time, the Church Wardens assumed his governance responsibilities. All church attendees are encouraged to register on the Electoral Roll of the parish, and the PCC is elected by Electoral Roll members. The churchwardens, who are elected at the Annual Parish Meeting by Electoral Roll members and residents of the parish, are members of the PCC.

PAROCHIAL CHURCH COUNCIL
OF THE ANNUNCIATION BRYANSTON STREET
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2021

(Continued)

Objectives and activities

The objective of The Annunciation Marble Arch is to be a parish church within the Church of England providing a community that enables people to worship God, develop their faith, and to generate social capital for the benefit of the neighbourhood.

To this end, it provides:

- worship – a Sunday solemn or high mass, occasional other services, and masses on major feasts of the church;
- pastoral support from clergy and laity;
- other activities such as Bible studies, occasional lectures, and other social events;
- close links with the parish VA School, Hampden Gurney and Wetherby School;
- support for the local business community especially the Baker Street Quarter and the hospitality industry.

It is continually looking for new ways, within its capacity and resources, to build up its parish life, including for example better arrangements for young children and parents during Sunday mass.

In addition, in order to finance these activities of the Annunciation as a worshipping community, the PCC makes use of its main asset, the church building, to raise income by letting part of the crypt to a children's nursery and a section of the west end of the church as office space to the Bryanston Nursery.

To maintain its ability to support both parish activities and the letting of the church building for other community uses, the parish regularly undertakes work to maintain and, where possible, enhance the church building and its facilities.

Achievements and Performance

During the interregnum the Annunciation benefitted enormously from the input of other clergy, particularly Rev Clare Dowding (Area Dean of Marylebone) and Ven Adam Atkinson (Archdeacon of Charing Cross). In addition, a dialogue with Marylebone Parish church has been started with a view to helping expand our respective missions.

During the interregnum, the congregation for the 10.30 am Parish Mass continued to be supported by around 90 people per Sunday including approximately 40 children. Despite the disruption caused by the Covid-19 pandemic, it was possible to maintain services throughout the year except for the period 3rd January 2021 to 4th April 2021 when no masses were held. The first Mass after the lockdown was on Easter Sunday. In addition, the Annunciation maintained an online presence with a prayer group on Zoom every Wednesday as well as Sunday School offerings from Jasmine who has now assumed the role of parish youth worker. When allowed by regulation, the Church was open for an hour on Sundays for private prayer and following Fr Lincoln's arrival has been open daily between 11am and 3pm, often for longer.

Following Fr Lincoln's arrival, there has been a Low Mass on weekdays at 12.30pm which has built up a regular congregation of 15-25 people per week. In addition to weekday Mass and Sunday Mass held 39 times, 6 special Advent and Christmas services were held and were well attended by 50 people on average.

There was one marriage and six baptisms held in the church in 2021.

The Church continues to aspire to develop relationships within the local community. Following the end of the interregnum, Father Lincoln has provided the pastoral care for the congregation and regularly visits and said mass at Hampden Gurney VA School. Where possible, Wetherby School held weekly assemblies as well as Christmas services at the Church. Members of the congregation have developed close links with a local homelessness charity West London Day Centre. The Chaplaincy Among Deaf and Deaf Blind People were able to hold their Christmas service at the Annunciation as they have in previous years, and it is hoped that in the future they will return to worship there every 5th Sunday in a month. The congregation continue to support of the Chaplaincy.

It is hoped that as Covid restrictions ease, the church can again look at a programme of social events as well as reviewing how the church space can be used by the wider community as well as for occasional commercial or charitable uses which are consistent with its mission.

PAROCHIAL CHURCH COUNCIL
OF THE ANNUNCIATION BRYANSTON STREET
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2021
(Continued)

Financial review

The total incoming resources on unrestricted funds were £200,282, as detailed in the financial statements. The expenditure amounted to £85,259 and there was no gain or loss relating to investments. There was a resulting net incoming of resources of £115,023.

As a result, the unrestricted funds totalled £195,832 at 31st December 2021.

A number of factors contributed to the overall result for the year. Total incoming resources increased by around £143,000, compared to last year's net reduction of £28,000. Income from regular donors and services were unchanged from 2020, but the church received a generous donation of £28,000 from the Culture Recovery Fund, and with only a modest decrease in income from other activities meant our overall income increased by around £27,000.

Most of the increase in incoming resources can be attributed to a reduction in resources expended of £116,000. This can mostly be explained by the generous setting aside by the diocese of our common fund arrears which previously appeared as a £91,000 creditor.

In addition, the remaining reduction in resources expended can be attributed to not having to pay for remedial works to the building in the scale of the previous year (approximately £36,000 less was spent on building works and maintenance). Offsetting this was a modest increase on general expenditure and particularly to the cost of administration following Majed Najjar agreeing to be responsible for managing the parish office, which has allowed Fr Lincoln to focus more fully on the wider mission.

It should be noted that we have recorded the full Licence Fee (rent) from the new nursery tenant of £125,000 per annum in accordance with the agreement. Unfortunately, in order to bring the account of the tenant up to date, the church was forced to transfer funds from the deposit. As at 31 December 2021 there is a deficit in the deposit of approximately £100,000 leaving only around £25,000 cash deposit. This is sufficient to cover the arrears and they should therefore be considered recoverable. Note however that the church is exposed to materially higher risk as a result since the deposit represents less than one quarter's rent and would be insufficient to cover any anticipated void period should the tenant vacate at short notice. The situation is being monitored closely.

The parish paid their full common fund offer of £85,200 in 2021 but following the generosity of the diocese agreeing to set aside the arrears of £91,000, the diocese ended up contributing around £6,000 to the church's financial position.

Overall funds (unrestricted, designated and restricted) increased to £195,832 in the year to 31st December 2021 with £981 in the account designated for improvements to the church building and interior.

For 2021 the church agreed to a cash contribution to the London Diocese Common Fund to £85,200. This contribution to the overall running costs of the Diocese and the national Church amounts to around £501 per member of the Electoral Roll.

PAROCHIAL CHURCH COUNCIL
OF THE ANNUNCIATION BRYANSTON STREET
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2021
(Continued)

Reserves Policy

The PCC aims to keep reserves of 3 months' expenditure.

Restricted funds

The restricted funds are set out in Note 15 to the accounts.

Statement of trustees' responsibilities

The Parochial Church Council's members are responsible for preparing accounts for each financial year that give a true and fair view of the Charity's financial activities during the year and of its state of affairs at the end of the year. In preparing the accounts, the Trustees should follow best practice and:

- select suitable policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner

The Parochial Church Council thanks Mr Simon Mee for taking on the role as The Annunciation's Independent Examiner. He is a member of the Chartered Institute of Internal Auditors.

Whilst Mr Mee is a member of the congregation, he has no direct involvement with the PCC that might compromise his independence.

Approved by The Annunciation Bryanston Street PCC on 8th May 2021^{LA} and signed on their behalf.


PCC Chairman

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS OF THE
PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET

I report on the accounts of the Charity for the year ended 31st December 2021, which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made to the Trustees, as a body, in accordance with the terms of my engagement. Our work has been undertaken so that we might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees, as a body, for our work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Charity's Trustees are responsible for the preparation of the accounts: The Charity's Trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. It is my responsibility to examine the accounts (under section 145 of the Act); to follow procedures laid down in the General Directions given by the Charity Commissioners under section 145 of the Act, and to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 no opinion is given as to whether the accounts 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 matter has come to my attention:

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

Simon Mee CMIIA
 102 Gloucester Terrace
 London W2 6HP

8th May 2022 *LX*

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2021

	Notes	2021		2020
		Unrestricted £	Restricted £	Total £
INCOMING RESOURCES				
Incoming Resources from Generated Funds				
Voluntary Income	2	68,706	-	68,706
Activities for Generating Funds	3	131,509	-	131,509
Investment Income	4	10	-	10
Other Incoming Resources	5	57	-	57
		200,282	-	200,282
RESOURCES EXPENDED				
Cost of Generating Funds	6	211	-	211
Charitable Expenditure	7	85,048	-	85,048
Governance Costs	8	-	-	-
		85,259	-	85,259
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR BEFORE TRANSFERS		115,023	-	115,023
Transfers		-	-	-
NET (OUTGOING)/INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		115,023	-	115,023
OTHER RECOGNISED GAINS				
Unrealised Gains on Investments	9	-	-	-
Realised Gains on Investments	9	-	-	-
NET MOVEMENT IN FUNDS		115,023	-	115,023
FUND BALANCE BROUGHT FORWARD AT 1ST JANUARY 2021		80,809	-	80,809
FUND BALANCE CARRIED FORWARD AT 31ST DECEMBER 2021		£ 195,832	£ -	£ 195,832

All recognised gains and losses are reflected through the statement of Financial Activities. No separate statement of Total Recognised Gains and Losses is disclosed.

All the activities reported above represent continuing operations.

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET

BALANCE SHEET

AS AT 31ST DECEMBER 2021

	Notes	£	2021	£	£	2020	£
FIXED ASSETS							
Quoted Investments	9			-			-
CURRENT ASSETS							
Debtors	10		13,094			49,545	
Short term deposits			140,910			40,743	
Cash at Bank and in hand	11		43,955			81,681	
			197,960			171,969	
CREDITORS:							
Amount falling due within one year	12		(2,128)			(91,160)	
NET CURRENT ASSETS				195,832			80,809
NET ASSETS				£ 195,832			£ 80,809
Represented by:							
RESTRICTED FUNDS	14			-			-
UNRESTRICTED FUNDS							
- General	15			194,851			79,828
- Designated	15			981			981
TOTAL FUNDS				£ 195,832			£ 80,809

Approved by the Parochial Church Council on [8th May] 2022 and signed on their behalf.

Chairman

Honorary Treasurer

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2005.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements 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, nor those which are informal gatherings of church members.

(b) Funds Accounting

Funds held by the PCC are:

Unrestricted Funds – general funds which can be used for PCC ordinary purposes.

Restricted Funds

Donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

(c) Incoming Resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All Other Income

All other income is recognised when it is receivable.

Gains and Losses on Investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31st December.

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021
(Continued)

1. ACCOUNTING POLICIES (Continued)

(d) Resources Expended

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

(e) Fixed Assets

Investments

Investments are stated at market value at the balance sheet date.

(f) Current Assets

Amounts owing to the PCC at 31st December 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.

(g) Cashflow

The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement.

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET
NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2021

(Continued)

2. VOLUNTARY INCOME

Incoming Resources from Donors	2021			2020
	Unrestricted	Restricted/	Total	Total
	£	£	£	£
Planned Giving	21,283	-	21,283	24,677
Gift Aid Envelopes – congregation	1,320	-	1,320	687
Open Plate	3,203	-	3,203	1,126
Charitable Donations	909	-	909	2,430
Wall box donations	886	-	886	335
Card Reader	129	-	129	-
Gift Aid Received	7,072	-	7,072	6,069
	34,802	-	34,802	35,324
Other Voluntary Incoming Resources				
Donations for improving the Church	-	-	-	-
Grant from Culture Recovery Fund	28,000	-	28,000	-
VAT Refund LPWS	4,204	-	4,204	4,382
Let for Rehearsals/Polling station	-	-	-	-
Dinners	-	-	-	-
Wetherby School	1,700	-	1,700	1,000
Concert	-	-	-	-
	£68,706	£ -	£68,706	£40,706

3. ACTIVITIES FOR GENERATING FUNDS

Fees	464	-	464	1,113
Lettings - Church crypt and gallery	125,000	-	125,000	125,000
- Bryanston Nursery debtor	1,200	-	1,200	-
- Tenant Insurance/Utilities	4,845	-	4,845	5,751
	£131,509	£ -	£131,509	£131,864

4. INVESTMENT INCOME

Dividends and Interest	£ 10	£ -	£ 10	£ 171

5. OTHER INCOMING RESOURCES

Compensation for works and other	£ 57	£ -	£ 57	£ 282

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2021

(Continued)

	2021			2020
	Unrestricted £	Restrict ed £	Total £	Total £
6. COST OF GENERATING FUNDS				
Events expenses	-	-	-	590
Diocesan Fees	211	-	-	-
	£ 211	£ -	£ -	£ 590
7. CHARITABLE ACTIVITIES				
Grants and donations (Note 7a)	25	-	25	55
Activities directly related to work of the Church (Note 7b)	34,941	-	34,941	124,971
Expenditure related to the Church (Note 7c)	33,423	-	33,423	64,549
Administrative costs (Note 7d)	16,659	-	16,659	10,749
	£ 85,048	£ -	£ 85,048	£ 200,324
(a) GRANTS AND DONATIONS				
Bishop of London appeal	-	-	-	-
London Dioceses Lent Appeal	-	-	-	-
Marylebone Church Association	25	-	25	25
Churches Together	-	-	-	30
	£ 25	£ -	£ 25	£ 55
(b) ACTIVITIES DIRECTLY RELATED TO THE WORK OF THE CHURCH				
Diocesan Common Fund – Current year	85,200	-	85,200	89,000
Diocesan Common Fund – prior years	(91,160)	-	(91,160)	-
Music	27,134	-	27,134	22,990
Clergy and Vicarage expenses	7,962	-	7,962	151
Gifts for volunteers & clergy	245	-	245	4,545
Cleaning	2,203	-	2,203	1,510
Church presentation	1,203	-	1,203	991
Sunday School / Youth Worker	2,027	-	2,027	5,775
Youth Choir	-	-	-	-
Hospitality	126	-	126	9
	£ 34,941	£ -	£ 34,941	£ 124,971

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021
(Continued)

7.	CHARITABLE ACTIVITIES (Continued)	2021			2020
		Unrestricted £	Restricted £	Total £	Total £
(c)	EXPENDITURE RELATED TO CHURCH				
	Plaster repairs and maintenance	6,506	-	6,506	4,069
	Professional fees for Alterations	-	-	-	2,406
	Major works (Heating etc)	-	-	-	36,953
	Utilities	11,026	-	11,026	9,374
	Insurance	10,310	-	10,310	10,505
	Audio Visual equipment	432	-	432	-
	Advertising cost for new clergy	1,515	-	1,515	-
	Legal fees re Licence	1,200	-	1,200	516
	Other - fire services	2,434	-	2,434	726
		£ 33,423	£ -	£ 33,423	£ 64,549
(d)	ADMINISTRATIVE COSTS				
	Administrator	9,738	-	9,738	4,846
	Printing, Postage and stationery	4,213	-	4,213	4,918
	Telephone, broadband and computer	1,124	-	1,124	985
	Card reader	1,584	-	1,584	0
		£ 16,659	£ -	£ 16,659	£ 10,749
8.	GOVERNANCE COSTS				
	Independent Examination	£ -	£ -	£ -	£ -
9.	FIXED ASSET INVESTMENTS		2021		2020
			£		£
	Market value at 1st January 2021		-		-
	Additions		-		-
	Disposal Proceeds		-		-
	Realised Gain		-		-
	Unrealised Gains		-		-
	Market Value at 31st December 2021		£ -		£ -

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021
(Continued)

10. DEBTORS	2021 £	2020 £
Debtor – Bryanston Nursery – Licence Fee	12,471	48,930
Debtor – banked USD cheque	-	-
Prepayments and accrued income	623	615
Other Debtors (Copier overpayment)	-	-
	£ 13,094	£ 49,545
11. CASH AT BANK AND IN HAND		
HSBC	43,810	81,535
Petty Cash	235	146
	£44,045	£81,681
12. CREDITORS		
Amounts due within one year		
Accruals	-	-
Creditor - Common Fund	-	91,160
Other Creditors	2,128	-
	£ 2,128	£ 91,160
13. COMMITMENT UNDER OPERATING LEASES		
As at 31 December 2021 there are annual commitments under an operating lease as set out below	2021 Equipment £	
Operating leases which expire:		
Within 1 – 2 years	-	
Within 2 – 5 years	1,435	

PAROCHIAL CHURCH COUNCIL OF
THE ANNUNCIATION BRYANSTON STREET

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021
(Continued)

14. UNRESTRICTED FUNDS

	Designated			2021
	Appeal Fund £	Sub-total Designated £	General Funds £	Total £
Balance B/F	£ 981	£ 981	£ 79,828	£ 80,809
Transfer	-	-	-	-
Income	-	-	200,282	200,282
Expenditure	-	-	(85,259)	(85,259)
Realised Gains	-	-	-	-
Unrealised Gains	-	-	-	-
	<u>£ 981</u>	<u>£981</u>	<u>£ 194,851</u>	<u>£ 195,832</u>

15. ASSETS BETWEEN FUNDS

	Unrestricted Fund £	Restricted/ Funds £	2021 Total £
Fixed Assets Investments	-	-	-
Current Assets	197,960	-	197,960
Creditors	(2,128)	-	(2,128)
	<u>£ 195,832</u>	<u>£ -</u>	<u>£ 195,832</u>