

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
SAINT ALPHAGE, HENDON**

ALSO KNOWN AS

ST ALPHAGE CHURCH, BURNT OAK
and incorporating

ST AUGUSTINE'S CHURCH, GRAHAME PARK

Annual Report and
Financial Statements of the
Parochial Church Council

FOR THE YEAR ENDED 31 DECEMBER 2020

Registered Charity Number - 1154964

ST ALPHAGE CHURCH, BURNT OAK
with
ST AUGUSTINE'S CHURCH, GRAHAME PARK

Incumbent:
The Revd Prebendary Hugh Moore
The Vicarage
Montrose Avenue
Edgware
Middlesex, HA8 0DN

Priest in Charge - St Augustine's
Rev'd Joseph Gabor
St Augustine's House Great Field
Grahame Park Estate
London, NW9 5SY

Bankers:
For St Alphage Church
Barclays Bank Plc
Edgware Branch
126 Station Road, Edgware
Middlesex, HA8 7RY

For St Augustine's Church
Nat West Bank PLC
Edgware Branch
317 Hale Lane, Edgware
Middlesex, HA8 7AX

Independent Examiner:
Mrs. Ann Evans
4 The Greenway
Colindale
NW9 5BY

ST ALPHAGE CHURCH, BURNT OAK
with
ST AUGUSTINE'S CHURCH, GRAHAME PARK

ANNUAL REPORT FOR 2020

St Alphage Church is situated in Montrose Avenue, Burnt Oak, Edgware, Middlesex
St Augustine's church is situated in Great Field on Graham Park Estate
It is part of the Diocese of London, within the Church of England. Both Churches stand in the Catholic Tradition of the Church of England and serve their local communities. The PCC has passed resolutions with regard to the ministry of Bishops and Priests.
As a result, it is under the episcopal care of the Bishop of Fulham.

The correspondence address is The Vicarage, Montrose Avenue, Burnt Oak, Edgware, Middlesex, HA8 ODN

Worship and Attendance

The main Sunday Service at St Alphage is the Parish Mass at 11.00am

The main Sunday Service at St Augustine's is the Parish Mass at 10.00am

There is a daily mass in the parish and the times vary but can be obtained from the church notice boards.

There are 170 Parishioners on the Church Electoral Roll (116 St Alphage and 54 St Augustine) 2 names were added during the year and 18 removed.

Report on the Parish and its Council for year ending December 2020

This year was Fr Hugh Moore's 50th year as our Parish Priest. We had hoped to have a huge celebration of thanks but unfortunately the Covid 19 Pandemic prevented this and we had a scaled down Thanksgiving Mass and celebration. The year started well with a hugely successful Pantomime for the local Community in February, but then in March the Country went into lockdown and Public Worship was cancelled for a while. We started a WhatsApp group and mass was filmed each week for the group and also uploaded on to You Tube.

Covid19 restrictions meant we were unable to carry on with hall lets or fund raising activities, which reduced our income by a huge amount.

The PCC met over Zoom to discuss ongoing Church matters and agreed to works being done on the Lady Chapel and the Sacristy.

ST ALPHAGE CHURCH, BURNT OAK
with
ST AUGUSTINE'S CHURCH, GRAHAME PARK

ANNUAL REPORT FOR 2020

Structure, Governance and Management.

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure 1956, Church Representation rules 2011. The PCC is a registered with the Charity Commission with the registration number 1154964. The members of the PCC are also the Trustees of the Charity.

All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure. The PCC meets at least four times a year and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of the church's mission and activities.

During the year the following served as members of the PCC:

Incumbent: The Rev'd Prebendary Hugh Moore **Chairman**

Curate: The Rev'd Joseph Gabor

Church Wardens: Mr Leonard Thoroughgood, Ms. Lynn Gilling

Representatives on the Deanery Synod:

Ms. Lynn Gilling,

Mr Okey Ngoka,

Mrs Loris Gurnah

Elected Members:

Mr Leonard Thoroughgood -Treasurer

Mrs Maureen Stankiewicz-Secretary

Mr Karl Brooks- Electoral Roll Officer

Ms. Angela Weston-Planned Giving Officer

Mr Neil Hollows-Vice Chairman, Safeguarding Officer

Mr Ikechuckwu Ngoka- GDPR Officer

Mr Okey Ngoka- Health and Safety Officer

Mr Alan Rouzel

Mr David Stankiewicz

Dr Martin Opando-Mbai

Independent Examiners Report to the Trustees

Of St Alphage, Burnt Oak with the DCC of St Augustine's, Grahame Park

I report on the accounts of the church for the year ended 31 December 2020 which are set out on pages 6-16

Respective responsibilities of trustees and examiner

The Church's trustees are responsible for the preparation of the accounts. The Church's trustees consider that an audit is not required for this year under section 144(2) of the The Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act:

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5)(b) of the 2011 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 Commission under S145(5)(b) of the Act and to be found in the guidance from the CBF.

That examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes considering 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

Since the gross income for the year does not exceed the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as an independent Examiner under the provisions of that section of the Act.

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements

a) to keep accounting records in accordance with S 130 of the 2011 Act; and

b) to prepare accounts which accord with the accounting records and to comply with the requirements of the 2011 Act, as also contained in the Church Accounting regulations 1997 have not been met.

(Signed) *Ann Evans*

(Date) *30.9.21*

**ST ALPHAGE CHURCH, BURNT OAK
WITH
ST AUGUSTINE'S CHURCH, GRAHAME PARK**

Statement of Financial Activities

	Notes	Unrestricted Funds St Alphage & St Augustines £	Designated funds	Restricted funds £	Total 2020 £	Total 2019 £
Incoming resources						
Voluntary Resources	2a	30123	0	600	30723	42341
Activities and grants	2b	3242		6000	9242	27859
Income from Charitable and Ancillary trading	2c	7008	36809		43817	71951
Other Ordinary resources	2d	1525	0	0	1525	2749
Income from investments	2e		144		144	400
Transfer from Hall	2f	20000			20000	
TOTAL INCOMING RESOURCES		61898	36953	6600	105451	145300
RESOURCES USED						
Activities directly relating to the work of the church	3a	68304	37823	17325	123452	167330
Cost of fund raising and publicity	3b	1553		0	1553	7135
Grants made to other organisations	3c	120	0	0	120	130
Total expenditure		69977	0	37823	17325	174595
NET MOVEMENT IN FUNDS		-8079	-870	-10725	-19,674	
BALANCES B/F 1 JAN 2020		1363040	44515	34,086	1,441,641	1,441,641
Adjustment to opening balance				34393	1441948	
BALANCES CARRIED FORWARD AS AT 31 DECEMBER 2020		1,354,961	43645	23,668	1,422,274	1,441,641

**ST ALPHAGE CHURCH, BURNT OAK
WITH
ST AUGUSTINES CHURCH, GRAHAME PARK**

BALANCE SHEET AT 31 DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	4a	1,352,014	1,352,014
		<u>1,352,014</u>	<u>1,352,014</u>

CURRENT ASSETS

Debtors	5	2994	3464
Short term deposits	6	34152	34007
Cash at bank and in hand		<u>33,114</u>	<u>53,046</u>
		<u>70260</u>	<u>90517</u>

**LIABILITIES: AMOUNT FALLING
DUE WITHIN ONE YEAR
NET CURRENT ASSETS
NET ASSETS**

	7		889
		<u>70260</u>	<u>89,628</u>
		<u>1,422,274</u>	<u>1,441,642</u>

FUNDS

Unrestricted general funds		1,354,961	1,363,040
Unrestricted Designated funds	11	43,645	44,516
Restricted funds	12	23,668	34,086

1422274	1441642
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Approved by the Parochial Church Council on

25 April 2021

and signed on its behalf by

Chairman

Member

L. Thoroughgood

ST ALPHAGE CHURCH, BURNT OAK

WITH

ST AUGUSTINES CHURCH, GRAHAME PARK

Note 1 ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable standards and the Charities SORP, given under the Charities Act 2011

Funds

General funds represent the funds of the PCC that are not subject to any restriction regarding their use and are available for general purposes of the PCC. These include funds designated for a particular purpose by the PCC. The purpose of restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Amounts receivable under covenant are recognised only when honoured by the Covenanter.

Income tax recoverable on gift aid donations is recognised on all valid forms received.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by Fetes, Social events etc. are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Parochial fees due to the PCC for weddings, funerals etc. are accounted for event by event.

Investment income

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

ST ALPHAGE CHURCH, BURNT OAK
WITH
ST AUGUSTINES CHURCH, GRAHAME PARK

Note 1(Continued) ACCOUNTING POLICIES

Grants

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

Activities directly relating to the work of the church

Fixed Assets

Consecrated land and buildings and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by S. 96 (2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this property to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other land and buildings

Other land and buildings held on behalf of the PCC for its own purposes is included at estimated current market value. In the case of the church hall and grounds the value is included at £1,600 plus the insurance value (£950,000) of the building being the amount at which the church is covenanted to sell back to the local authority in the foreseeable future.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over 10 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Investments

Investments are valued at market value at 31 December

Current assets

Amounts owed to the PCC at 31 December in respect of fees or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the Central Board of Finance of the Church of England or at the bank.

ST ALPHAGE CHURCH. BURNT OAK
with
ST AUGUSTINE'S CHURCH, GRAHAME PARK

	UNRESTRICTED FUNDS		DESIGNATED	RESTRICTED FUNDS	TOTAL 2020	TOTAL 2019
	GENERAL Alphage £	GENERAL St Augustines	£	£	£	£
INCOMING RESOURCES						
VOLUNTARY RESOURCES						
2(A) Planned giving	14974	0		600	15574	13,508
Income Tax	2508				2508	3377
Uncovenanted						11502
Other open collection	7069	4732			11801	6680
Sundry donations and gift aid	840				840	7274
Legacy	0					0
	<u>25,391</u>	<u>0</u>		<u>600</u>	<u>30723</u>	<u>42341</u>
total general fund		<u>30,123</u>				
2(b) Income from grants and activities						
Grants				6000	6000	20000
Donations, appeals etc						
Fetes, bazaars and fundraising	1700	42			1742	7859
Transfer from Appeal fund	1500				1500	27859
Total General fund		<u>3242</u>			<u>9242</u>	<u>27850</u>
2(c) Income from charitable and ancillary trading						
Magazines	64				64	224
candles	112				112	463
Donations for use of Parish Room	0				0	300
Church Hall Lettings		4723	36809		41532	69823
Fees	2109				2109	1141
	<u>2285</u>	<u>4723</u>	<u>36809</u>		<u>43817</u>	<u>71951</u>
Total general fund		<u>7008</u>				
2(d) Other ordinary incoming resources						
Insurance claim		1525				
Total general fund		<u>1525</u>			<u>1525</u>	<u>2749</u>
2(e) income from investments						
Dividends and Interests including any reclaimed tax			144		144	400
2f income from hall	20000					
Total General fund		<u>20000</u>			<u>20000</u>	
TOTAL INCOMING RESOURCES						
	50875	11022				
TOTAL GENERAL FUND	<u>61898</u>		<u>36953</u>	<u>6600</u>	<u>105,451</u>	<u>145,300</u>

ST ALPHAGE CHURCH. BURNT OAK
with
ST AUGUSTINE'S CHURCH, GRAHAME PARK

3. EXPENDITURE

	UNRESTRICTED FUNDS		DESIGNATED RESTRICTED	TOTAL	TOTAL	
	GENERAL	GENERAL	FUNDS		2020	2019
	£	St Augustines	£	£	£	£
3(A) Activities directly relating to the work of the church			from fund			
Common fund	✓ 21690	1500			23190	44501
Utilities	✓ 3658	2713			6371	9699
Insurance	✓ 4486	2809			7295	7090
Clergy Expenses	✓ 2000	3196			5196	8158
Fabric repairs-the Church	✓ 11480	9052		1500	22032	44924
Organ					0	1533
Organist		0		1790	1790	7210
Sanctuary Expenses	0	0			0	803
Telephone		790			790	660
Housing costs	✓ 1481				1481	1828
Ordinary parish expenditure	960		30		990	2218
Depreciation	206				206	206
Church Hall running costs			37793		37793	22826
✓ Youth Work				14035	14035	15156
Churchyard Expenses	2283				2283	1843
TOTAL GENERAL FUND	48244	20060	37823	17325	123452	167330
		68304				
3(b) Cost of fund raising and Publicity						
Fund raising costs	55				55	2438
Stationery printing	1247	251			1498	1351
						3789
TOTAL GENERAL FUND		1553				
3© Grants made to other organisations						
West Barnet Schools						130
Forward in faith	120				120	
TOTAL GENERAL FUND	120	0				
3(D) adj for closed funds						3346
RESOURCES USED	49666	20311	37823	17325	125,125	174595
		69977				

ST ALPHAGE CHURCH. BURNT OAK

with

ST AUGUSTINE'S CHURCH, GRAHAME PARK

4. fixed Assets for use by the PCC	2020	2019
4(a) Tangible fixed Assets	£	£
Freehold Land and Buildings	1351600	1351600
Tower	2067	2067
	<u>1353667</u>	<u>1353667</u>

Depreciation		
Depreciation @ 1 Jan 2020	1447	1447
Depreciation of Tower	206	206
Total at 31 Dec 2020	<u>1653</u>	<u>1653</u>

Net book Value at 31 Dec 2020	<u>1,352,014</u>	<u>1,352,014</u>
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The freehold land and buildings comprise St Alphage Church Hall at Playfield Road, Burnt Oak and the curates house at 18 Montrose Ave.

The curates house at Grahame Park is owned by the London Diocesan fund and is therefore not included in these accounts

5. DEBTORS	2020	2019
Income Tax recoverable	2994	2478
other Debtors	0	986
	<u>2994</u>	<u>3464</u>

6. Short term deposits	2020	2019
Deposits at Central Board of Finance	£	£
General Fund	494	584
Designated Fund	18714	18542
Restricted Fund	14944	14881
	<u>34152</u>	<u>34007</u>

Liabilities: Liabilities falling due within	2020	2019
Creditors for goods and services	<u>0</u>	<u>889</u>

8. Staff costs

The PCC employed church hall cleaner and manager none of whom earned £50,000 or more. No Trustee received any remuneration from the trust during the year.

Mrs maureen Stankiewicz was employed at the hall manager and hall administrator a position she has held for a number of years. She was paid a sum of £5400 in this capacity. Mr David Stankiewicz a trustee was employed as the hall cleaner, a position he has held for a number of years. He was paid a sum of £1920 in this capacity.

ST ALPHAGE CHURCH. BURNT OAK
with
ST AUGUSTINE'S CHURCH, GRAHAME PARK

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

9. CONTRACTS WITH TRUSTEES

During the financial year Mrs Loris Gurnah who is a trustee hired the St Alphage hall for the use by the Playfield Nursery. She paid a sum of £8788.50 during the year which was on normal hire rates. She also hired the St Augustine's hall for use by the Rug rats Nursery. She paid a sum of £4723.50 during the year.

10. FUND DETAILS

DESIGNATED FUNDS

Flower Fund

For Church flowers

Hall Maintenance Fund

This fund receives the income from the letting of St Alphage Church Hall and is used for the general maintenance of the hall. Any surplus is available to be set aside for further improvements to the hall or for transfer to other funds at the discretion of the PCC.

Buildings Renovation Fund

This fund is to be used for major repairs to any of the church buildings within the parish and transfers are made to this fund at the discretion of the PCC.

Poor Fund

This was the result of a gift to the church some years ago to be distributed at the discretion of the PCC. No specific restriction was placed on the gift but has been designated by the PCC as the Poor Fund.

St Alphage Players Fund

For any expenses relating to our amateur dramatics group

18 Montrose Avenue Repair Fund

This fund has been set up with transfers from the general PCC fund. Its purpose is to keep the Curates house at 18 Montrose Avenue in good state of repair.

The St Augustine's Reserve Fund

This fund has been set up to provide financial support across the various activities of St Augustine's Church at the discretion of the DCC. Funds are raised in a variety of ways. This fund is to be used to further any particular objective of St Augustine's Church as agreed by the DCC

ST ALPHAGE CHURCH. BURNT OAK

With

ST AUGUSTINE'S CHURCH, GRAHAME PARK

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020
FUND DETAILS (CONTINUED)
RESTRICTED FUNDS

Fabric Repairs Fund - Church

Certain members of the congregation make additional donations to this fund, most under gift aid. The fund to be used in the general repair and upkeep of the church building.

Churchyard Fund

The fund to be used for the general upkeep and maintenance of the grounds around the church.

Mission Fund

The mission fund receives the various specific donations, collections and fund-raising efforts for other outside bodies.

Children's Religious Education Fund

This fund receives donations from members of the congregation who have from time to time made a specific donation towards the religious education of children in the parish.

Bequests Fund

This fund was set up to receive the balance of bequests and collections which have been made over a number of years as memorials to specific past members of the congregation. The current purpose of this fund is to purchase a sound system for the church.

Organist and Choir Leader Pay fund

The payments to the Organist have been paid from this fund during this year

St Augustine's Youth fund

Grants have been received by St Augustine's of £20,000 a year to be used in connection with youth work for those under the age of 18. During the year the cost of Youth Counsellors and expenses have been set against this grant

St Augustine's Long Term Investment Fund

A donation was received in the form of Treasury Stock which was to be kept as an investment and to provide income for the use of St Augustine's Church. The Treasury Stock has now been redeemed and the original cost of the investment has been placed in this Fund.

Designated Funds

11. See detailed note on page 15

12 Restricted Fund See detailed note on page 16

**ST ALPHAGE CHURCH, BURNT OAK
WITH
ST AUGUSTINE'S CHURCH, GRAHAME PARK**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

11. DESIGNATED FUNDS

ST ALPHAGE

ST AUGUSTINES

FLOWER FUND	HALL MAINTENANCE	BUILDINGS RENOVATIONS	18 MONTROSE AVENUE	SAPS	POOR FUND	RESERVE	TOTAL
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INCOMING RESOURCES

INCOME FROM GRANTS AND ACTIVITIES

INCOME FROM CHARITABLE AND

ANCILLARY TRADING/HALL LETTINGS

36,809

INCOME FROM INVESTMENTS

144

INTEREST ON DEPOSITS

36,809	144	0	0	0	36,953
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RESOURCES USED

HALL RUNNING COSTS/TRANSFERS

37,793

37,793

FABRIC REPAIRS CHURCH

30

30

FLOWER FUND

30		37,793	0	0	0	37823	
-30		-984	144	0	0	0	-870
30		2159	34,393	1,518	800	860	4,755 44,515
	0	1,175	34,537	1,518	800	860	4,755 43,645

NET MOVEMENT IN FUNDS

BALANCE AT 1 JANUARY 2020

BALANCE AT 31 DECEMBER 2020

ST ALPHAGE CHURCH, BURNT OAK
WITH
ST AUGUSTINE'S CHURCH, GRAHAME PARK

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

12. RESTRICTED FUNDS

	ST ALPHAGES						ST AUGUSTINES			TOTAL
	FABRIC	CHURCHYARD	MISSION	CHILDRENS	BEQUESTS	ORGANIST	LONG	YOUTH	TOTAL	ST ALPHAGE
	REPAIRS	FUND	FUND	RELIGIOUS	FUND	AND	TERM	FUND		WITH
	FUND			EDUCATION		CHOIRLEADER				ST
	CHURCH			FUND		FUND				AUGUSTINES
INCOMING RESOURCES										
GIVING TO THE CHURCH										
PLANNED GIVING UNDER COVENANT	600						600			
INCOME TAX										
INCOME FROM GRANTS AND ACTIVITIES								6000	6000	
DONATIONS, APPEALS										
INCOME FROM CHARITABLE AND ANCILLARY										
TRADING/CHURCHYARD FEES										
INCOME FROM INVESTMENTS										
INTEREST ON DEPOSITS	600						600	6000	6000	6600
RESOURCES USED										
CHURCHYARD EXPENSES										
ORGANIST FEES						1790	1790			1790
YOUTH COUNCELLORS AND EXPENSES								14,035	14,035	14,035
FABRIC REPAIR FUND	1500					1500				1,500
	1500					1790	3290	14,035	14,035	17325
NET MOVEMENT IN FUNDS	-900	0	0	0	-1790	-2690	0	-8,035	-8035	-10,725
BALANCE AT 1 JAN 2020	1043	749		106	5607	2156	9661	616	23,809	34,093
ADJ TO OPENING BALANCE	307						9968			34,393
BALANCE AT 31 DEC 2020	450	749		106	5607	366	7,278	616	15,774	23,668