

REGISTERED CHARITY NUMBER: 1159833

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
ST SEPULCHRE'S PCC**

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Public Benefit

In considering its objectives and activities, the trustees have had regards to the guidance issued by the Charity Commission on public benefit.

The PCC of Holy Sepulchre London has a Mission Action Plan (MAP), adopted in 2019 setting out the vision and targets for our mission and ministry as a church. This was reviewed by the Priest-in-charge following his appointment, resulting in two key plans being developed and being approved by the PCC, these being an initial plan setting out the actions to update and renew the system of risk, governance and internal control, and a MAP identifying our priorities for the next 12 months. This MAP detailing the current focus is available from the church office.

The main activities carried out by the PCC in relation to the objects set out in the Parochial Church Councils (Powers) Measure 1956 as amended are set out in more detail in the following section, the Review of the Year.

The PCC met 8 times during 2023 (including the APCM), 31st January, 28th March, 21st May (PCC and APCM), 30th May, 12th July, and 28th November.

Safeguarding

The PCC has complied with the duty to have due regard to safeguarding guidance issued by the House of Bishops, including both policy and practice guidance, as is required under section 5 of the Safeguarding and Clergy Discipline Measure 2016

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ACHIEVEMENT AND PERFORMANCE

Review of the year 2023

2023 started with continued commitment and excitement after the progress made in 2022. 2023 though was still a year of building foundations, of continuing the steady process of renewing of church life at Holy Sepulchre, which continued to offer hope for the future and signs that we were joining in with God's mission here.

These glimmers of hope came despite very limited funds as we continued to carefully invest in and piloted missional ideas. Before sharing specifics, it is first important to offer my thanks to the team for all they have done, to join in with and encourage each other as we all joined in with God's mission here. My thanks go to:

- the core staff team of Peter Asprey, Sarah Finch, Izzy Gibber, Tolu Odugbemi, Joshua Ryan with Joanna Olasoji and Sarah Radford joining us. Towards the end of the year, we were also joined by Alice Yates, Laura Owen and Lauren Chaplin as we launched our winter warm Welcome initiatives.

- Jo Boxall and also to our curate Revd. Tessa Bosworth, who left us to go to new roles, and we wish them both well.

- the members of the Choir of Holy Sepulchre, and all our worship leaders, Luke Hamlyn, Dan Usher and Ann Marie Clarke, Sam Bailey, and also to the English Cornett and Sackbut Ensemble ("ECSE") our Ensemble in Residence.

- our PCC, including Ruth Baxter our churchwarden, Philippa Dutton, Sebastian Fox (Chairman of the Royal Fusiliers Memorial Chapel Committee) and Andrew Morris (Chairman of the Friends of the Musicians' Chapel) and also Peter Asprey invited as another PCC Observer to further strengthen our governance.

- Sebastian Fox and Andrew Morris, chairs of our chapel committees and all their members for their continued support and encouragement.

- Brian Grumbridge our honorary archivist, who has been researching and writing up our history from 1100 which wonderfully was finalised and published in April 2024.

- Our bell ringers back into their rhythm of regular ringing and we look forward to joining them with a bell ringing concert soon.

- all our many wonderful collaboration partners, with a special mention to the Friends of the City Churches, Music at Hill, Rodolfus, Songhaven UK and all the musicians who rehearse or perform here, who have enabled us to make such progress and impact in our communities, and to start to fill Holy Sepulchre again with music and help it again become a welcoming place of sanctuary for all; and

- The many in the Diocese, our Archdeacons and the team at the Old Deanery particularly, so thank you Fr Luke Miller, Revd Adam Atkinson and Georgina Graham.

So, these glimmers continued as we prayerfully made progress on our mission action plan. To recap, our mission starts with a real desire to be a welcoming church for all, filled with worship and music, with bible-based preaching and prayer at the heart of all that we do, actively involved in the Common Good, that is a place for:

- Worship and prayer
- Hospitality and compassion
- Education, discipleship and evangelism
- Art, music and creativity
- Tourists and visitors
- Stewardship and governance

We also had set out in 2021, but continued to develop, our fourfold role as a parish church, a City church, the home of the Royal Fusiliers' chapel, and the National Musicians' Church with the Musicians' Memorial chapel and what we are aiming to be, i.e.:

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1. A Parish church...

- Open every day with accessible pastoral and prayer support
- A Sunday contemporary hybrid service with a growing in person / online congregation
- A developing role within the local community

2. A City church... with

- Weekly contemporary, Choral Evensong and Sung Eucharist hybrid services with growing in person / online congregations
- An increasing corporate network, wanting to join us in celebrating and commemorating, and in social action
- Collaboration and joining in with the deanery & diocese

3. Home to the Royal Fusiliers Chapel... with

- Regular services to commemorate and celebrate their service, and
- Actively helping all to remember and act on the debt owed

4. The National Musicians' Church... with

- Regular services to commemorate and celebrate musicians
- A world-class choir and ensemble acting as a flagship for the church, producing services and music of the highest quality and recordings that bring the work of the church to a broader audience
- Recognised for our stance on equality, diversity and inclusivity (i.e. composition, performers and audience)
- Building relationships with the musical community, praying for those in the industry and welcoming them into their church
- Building a local, national and International reputation.

The progress in 2022 continued as illustrated below by all of us just getting on and joining in with God's mission here on very limited funds. This included, for example:

- Church opening increased from three, to five days and at the end of the year seven days per week,
- Continuing our rhythm of services focus on building up our congregations,
- Held various services for the Royal Fusiliers, including the Annual Remembrance in November plus the Mozzagrogna Battle, Korean war and Salerno landings,
- Held services for musicians in collaboration the Friends of the Musicians' Chapel and continued to progress the rebuilding of relationships with the whole musicians profession, including our commitment to be an exemplar of choral music;
- Launched a collaboration with Music at Hill for Friday concerts and our Musicali-Tea: Tea, Tales and Tunes community event towards the end of the year as well as continued with many other activities including our regular dementia friendly concert in collaboration with Songhaven UK;
- Collected and donated over 8,000 kilos of hygiene products extending our support to over 80 schools, agencies and charities and approx. 20,000 families, through our role as co-ordinator of the City of London Hygiene Bank and GenerosCity initiative to help alleviate hygiene and related poverty. We also increased our volunteering opportunities to encourage a culture in the City of generosity and care by supporting front line staff in our schools, agencies and charities; and
- Provided a place for community offering a welcome to all with free tea and coffee, at hiring rates to reflect our good stewardship and commitment to support musicians in all stages and seasons of life.

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We also further developed our plans in recognition of the stewardship responsibilities we have not just for the building but all the aspects of our benefice. We commenced and obtained initial funding from City Churches Grant Committee for our "Stop the Leaks" programme, as well as progressed plans for our Organ restoration, building repairs, increased music in the community activities and our hardship and chaplaincy funds and progressing our Eco Church assessments. This all formed part of our £1m "Resounding Futures Campaign" that builds on our rich musical and military heritage and will ensure we can further develop our vital role in promoting the value of music, service and sacrifice to support community building and social change, creating opportunities through a range of programs, events, and partnerships, that will inspire and empower people of all ages and backgrounds, enriching and improving their lives and those around them. We believe that God has asked us to join in with His plans and we hope that you will want to join in too.

Thank you all again, for the time we have had so far journeying together at Holy Sepulchre. It is a real privilege and blessing to serve God alongside you this year and I pray going forward. Thank you.

The Revd Nick Mottershead

Priest-in-charge

April 2024

REVIEW OF THE YEAR: PETER ASPREY, DIRECTOR OF MUSIC

Our aim is to be the Musicians' Church across five key areas: Worship, spirituality, education, wellbeing and performance.

Worship

One of the aims of the year has been to 'flesh out' Choral Evensong with events that draw people into the church. This has included things such as Choral Evensong or carol services with The English Cornett & Sackbut Ensemble, recitals after the service, a series on Music and Spirituality, events with the Royal Fusiliers and the Friends of the Musicians, joint evensongs with visiting choirs or events to commemorate particular dates in the calendar, such as St. Cecilia's Day. These have all produced increases in our Evensong 'audience' and we have seen a small but significant rise in regular attendees as well. A part of this increase has been to our presence on social media, through which, for example, groups from Holland have attended certain events, or, in one or two cases, regular congregants have become aware of what we are doing and have started coming as a result.

Spirituality

We have started a series on Music and Spirituality, inviting speakers either directly involved in, or able to speak into, the music profession. A key part of our spirituality regarding music is our St. Cecilia's Day service. We invited people involved in music to come and join our choir and stay for a drink afterwards, to meet and network. We have also recently established a 'Prayer and Praise for the City' monthly gathering as part of our Tuesday Morning Prayer. I have had an article published in Church Music Quarterly on Music in Liturgy and will be speaking at the Festival of Faith and Music as a representative of the Musicians' Church. We have a recital by a Christian artist in May.

Education

We ran a successful 'Come and Sing' day with ECSE in the autumn. We have also done a joint Evensong with Eltham College and coached some of the students with our professional choir. We ran an education day with Wren300, bringing many young students into the church to sing and are in discussion with Awards For Young Musicians around running composition workshops with our professional choir. We have developed our relationship with the music colleges, who are now sending us regular performers for Musicali-Tea and other events. We have established connections with the vocal departments of all the major music colleges.

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Wellbeing

Our Dementia friendly concerts have been a great success. We have also started a series called Musicali-Tea, a weekly Thursday lunchtime event that has sold out every week, bringing people together for community around music and a talk on the local area. We have established positive links with the Royal Society of Musicians and have planned a service later in the year to help promote their John Birch fund for choral musicians who have fallen on harder times. Choir tea continues to be an important service to our own musicians and our worship community.

Performance

Our hiring revenue has increased both for performances and rehearsals. We have two weekly musical events, Musicali-Tea as described above and our partnership with Music at Hill's Friday concert series. We have established a relationship with the Barts Orchestra and Choir who are resident at the church and are discussing the possibility of joint events to promote both them and HSL. Ad Hoc performances are a regular part of the church calendar. We have commissioned music by Lucy Walker for our St. Cecilia service. Our CD of SS Wesley is (finally!) being released in May and promises to be a great success with the critics. We have a new soprano, Ellie Bray, in our ranks and are currently auditioning for a new alto.

Peter Asprey

Director of Music

April 2024

THE ROYAL FUSILIERS CHAPEL

The Chapel in the south aisle commemorates the Royal Fusiliers (City of London Regiment). It was established in 1950 when the Regimental Depot returned to H. M. Tower of London, where the Regiment was founded in 1685, having been at Cavalry Barracks, Hounslow since 1881. In 1968 the Royal Fusiliers became part of the larger Royal Regiment of Fusiliers, with its Headquarters in H. M. Tower of London. Oversight of the Chapel rests with a Regimental Committee of five, headed by Sebastian Fox. The staff of Holy Sepulchre are thanked for their continued support during the year.

Events in 2023

2023 was a relatively busy year for the Royal Fusiliers' Chapel, with a number of events focused particularly around the 70th anniversary of the Korean War ceasefire:

- 02 February - Annual commemoration of the battle of Mozzagrogna.
- 24 May - The Memorial lecture was given by Dr Jack Watling of RUSI and Lt Barney Walker of 1 RRF, who talked about the parallels which could be drawn between the Korean war and modern conflicts.
- 27 June - The annual commemoration of the Regiment's part in the Korean War, 1952-53 was a large event given the anniversary. It was well attended with a number of veterans including George Hodgkinson DCM and Sir Michael Caine. The Service was preceded by the showing of a short film featuring veterans' recollections of the conflict.
- 06 September - The first of a series of events was held to commemorate the Royal Fusiliers' role in the Italian campaign during WW2, starting with the Salerno landings. A short film was shown and followed by a lecture by Col Simon Diggins.
- 12 November - Remembrance Sunday Service.

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The Chapel continues its role in commemorating members of the Regiment, with a number of new panels dedicated during the year. The Chapel was supported by individuals and, this year, for the first time by the Regiment which has provided a sum in recognition of the Chapel's role in remembering those who have served.

Sebastian Fox
Chair of the Royal Fusiliers Memorial Chapel Committee

ANNUAL REPORT ON THE MUSICIANS' CHAPEL - 2023

The Friends of the Musicians' Chapel (FMC) are the custodians of the Musicians' Chapel and the Musicians' Book of Remembrance held within it. The committee oversees both the care of the Chapel and the work of gathering names of deceased musicians whose names will be inscribed into the Book of Remembrance with care and consideration for the families involved. The Book of Remembrance is permanently kept in the Chapel except when it is being updated. The new lighting, installed two years ago, has greatly enhanced the Chapel and made both services and meetings there more possible and agreeable.

There were two Services of Thanksgiving during 2023, not least to make up for one missed during the pandemic. The first was on Wednesday 17th May led by the Priest-in-Charge, The Reverend Nick Mottershead. 42 names of those newly inscribed into the Book of Remembrance were read aloud, and the Chamber Choir of the Royal Academy of Music sang the service under the direction of Professor Patrick Russill. The Reverend Dr James Hawkey, Canon of Westminster and Chaplain to His Majesty The King, preached and The Reverend Tessa Bosworth was Precentor. The second was held on 13th September when The Reverend Nick Mottershead both presided and preached, with The Reverend Peter McGeary acting as Precentor. 32 musicians' names were read aloud and the Choir of Holy Sepulchre under the direction of Peter Asprey sang the service. A large congregation was present on both occasions. On Wednesday 8th November a Eucharist in the form of a Requiem, in memory of all those inscribed in the Musicians' Book of Remembrance and held annually on or near All Souls' Day, took place in the Church with The Reverend Nick Mottershead celebrating and The Right Reverend and Right Honorable Dame Sarah Mullaly, Bishop of London, preached. The Choir of Holy Sepulchre, directed by Peter Asprey, provided the music as usual and this year this consisted of music from the Requiem by Gabriel Fauré.

The FMC committee continue to have plans to renew the Chapel altar frontal and back curtain, items which have been in place for many years. We have funds to help with the purchase of a new grand piano for the Church and we wish to financially support the restoration of the organ, following an FMC initiative to draw up a scheme and appoint Harrison and Harrison to restore the instrument. During 2023, the FMC committee financially supported the Choir of Holy Sepulchre and the singing of the weekly Evensong in the Church.

ANDREW MORRIS
Chairman
Friends of the Musicians' Chapel

The Ancient Society of College Youths

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The Ancient Society of College Youths (the "Society"), an international bell ringing society with a significant presence in the City of London, is responsible for organising bell ringing and maintaining the installation of bells at Holy Sepulchre. Each year, the Society elects a tower secretary for Holy Sepulchre to coordinate bell ringing for the Church and to liaise between the Church and the Society, and a steeple keeper to carry out routine inspections and maintenance on the bells. For 2023, the tower secretary was James Watkins and the steeple keeper was Andrew Hills.

Bell ringing at Holy Sepulchre in 2023 consisted of the usual mix of practices by the Society and the Society of Royal Cumberland Youths, and various other performances. In particular, three full peals (ringing performances comprising over 5000 distinct "changes" of bells taking over three hours to complete) were rung, including one on the day of the City of London's Lord Mayor's Show.

The works on the bell installation completed by Whites of Appleton Church Bellhangers in December 2023 with the Archdeacon of Charing Cross' approval and funded by the Society's 'Bell Restoration Fund' have improved the performance of the bell installation. The installation continues to be in good working order, maintained by the Society's elected steeplekeeper.

Both James and Andrew were re-elected by the Society in March 2024 to continue to represent the Society at Holy Sepulchre as tower secretary and steeple keeper respectively. Their details are available on the Society's website (ascy.org.uk) and they would be happy to respond to any questions the PCC may have about the Society, its long involvement with Holy Sepulchre and its current activities.

James Watkins
Holy Sepulchre Tower Secretary
Ancient Society of College Youths
16 April 2024

Deanery Synod Report 2023

The first meeting of the Synod in 2023 was held on Wednesday 11th January at St Botolph without Bishopsgate and was attended by the Lord Mayor, Alderman Nicholas Lyons.

The main topic for the evening was a presentation on Wren 300, a celebration marking the tercentenary of St Christopher Wren by Mr Neil MacGregor focusing on Wren's theology, architecture and sacred space in the City. Following the presentation, the Lay Chair, Mr Rory Anderson, presented the Lord Mayor with a copy of the Bible, annotated by C Lewis, to which the Lord Mayor responded noting that the City of London Corporation was delighted to support the Wren 300 project and that he, and the Sheriffs, hoped to visit each of the 21 Wren Churches in the City during their year of office. Following the departure of the Civic Party the discussion of Wren 300 continued with presentations by Helen Vigors, the Wren 300 Heritage Project Manager, and Keven Rogers, Head of Property at the Diocese, encompassing the heritage and educational aims of the project. The aim of bringing the City Churches to a wider audience as a tool for mission, the development of new relationships and laying the foundation for a fundraising appeal to sustain and protect the churches for the future was discussed.

The second meeting of the Synod was held on Monday 10th July at St Stephen's Walbrook and was the first meeting of the new triennium. At the meeting the members divided into separate Houses of Laity and Clergy to each elect five members of the Standing committee. The House of Laity also elected Mr Rory Anderson as Lay Chair. Both Houses then combined to elect the Secretary, Assistant Secretary and Treasurer. The formal part of the meeting then concluded and was followed by a reception in the church garden.

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The final meeting of 2023 was held at St Botolph without Bishopsgate on Tuesday 10th October. The main topic of the evening was based around the Living in Love and Faith agenda and comprised a presentation by the Archdeacon of London, Fr Luke Miller, on the process in General Synod, followed by a series of reflections by members representing twenty churches, of differing traditions, from across the City. This was followed by a presentation by Georgina Graham, Operations Manager for the Archdeaconry of London, on the maintenance of churchyards by the City of London Corporation and the use of churchyards for income generation e.g. by the operators of coffee carts. Finally, the Hon Treasurer gave a presentation on the Synod finances and the City Churches Burial Ground Fund.

Graham Mundy
Deanery Synod Representative

FINANCIAL REVIEW

Financial position

The PCC's finances remain fragile with continued use of limited reserves to support the renewing of church life, with challenges in both the short term, as well as in medium to long term with urgent building repairs and a formal programme of restoration and redecoration needed. The headline figure shows a deficit of £12,260 (2022: £12,962 - Deficit), this includes a surplus of £16,698 (2022: £4,357) in relation to restricted income. As always, we are grateful for God's faithfulness and the generous giving of the congregation.

Incoming resources for the year came to £322,775 (2022: £252,458). Congregational giving and Parish Rate was up at £126,773 (2022: £110,529) as was hiring income at £68,594 (2022: £40,356) and grants at £52,432 (2022: £26,783). The other material source of income is the income from the NET mast at £35,988 (2022: £35,986).

Total outgoings increased £335,035 (2022: £265,420) with the main increases being Wages and Salaries £107,467 (2022: £69,962), Running costs £81,492 (2022: £38,739) due to repairs and utilities increasing £44,227 (2021: £20,543).

Overall, this meant a deficit for the year of £12,260 (2022: £12,961) with the PCC holding unrestricted funds at the end of the year of £2,547 (2022: £31,505) and restricted reserves of £47,085 (2022: £30,387).

Reserves policy

The PCC has a reserves policy which is consistent with the Church of England's guidelines. The guidelines advise that reserves should be held to cover the following: a fabric/maintenance fund, costs of salary to cover any notice period for staff and a Mission Opportunities Fund, so that mission opportunities are not stifled by the lack of funds. Accordingly, reserves are held to cover the required salaries for staff and to cover any urgent works to the building. The budgets are set to incorporate these amounts, and this is reviewed periodically. Whilst our reserves are substantially below this level, we are confident in our future plans that over time our reserves will be built back up.

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BUILDINGS AND FABRIC WORK AT HOLY SEPULCHRE LONDON 2023

If 2022 was a year of change and major repair, 2023 could be considered a year of consolidation and improvement to the building and fabric of the church.

Activity in the church has increased significantly with the church moving toward being open to the public seven days a week. This is an exciting development, and the hope is that this will lead to a growth in the number of people becoming congregation members. Most of the events are public-facing events in collaboration with charities supporting wellness and community in the area, as well as an uptick in the number of hirings for concerts, public lectures and private services. The National Lottery provided funding for some of the regular activities reaching out to the community within the Square Mile. In addition, the Ukrainian Orthodox Church community use the building for regular services on Sundays as well as special events and holy days in their calendar. As a result of all these activities, demand on the building has grown and improvements and repairs were aimed at making the church space safe and enjoyable to use.

The primary repair conducted during this time was installing hatches in the gutter downcomer. Historically, blocked gutters, especially on the South side of the church (the side with the memorial garden and where Holborn Viaduct runs) have resulted in water ingress into the church. Temporary relief was previously achieved by increasing the number of times the gutters were cleared. So far, water ingress has reduced since the hatches have been installed and the downcomers cleared of debris. The church also collaborated with the City of London Parks and Gardens department about limiting the seedling issue by pruning the trees in the South memorial garden around the church that contributed significant amounts of leaf and seed fall into the gutters. So far, repairs already carried out on the northwest side of the church from the previous three years continue to hold.

The closed-circuit television security cameras and system (CCTV) was expanded in 2023 to include a view of the bells and the bell-ringers room for possible live broadcasts at special occasions. The exterior cameras were also installed and operational to enhance security around the church especially now that more events are happening in the church and with the opening of the assessment center in Snow Hill Court in 2024.

Some security issues occurred in the year involving theft from the donation boxes around the church. CCTV footage was used to identify the areas and times of vulnerability in the church when open to the public and adjustments were made. The donation boxes were repositioned for them to always be in the line of sight of either the camera or anyone in the main hall of the building. Free-standing donation boxes that should be sturdier were purchased and set in place around the church hall.

The church boiler was replaced after another breakdown. Funding was available for the church to purchase a high-quality used boiler that fits our control system and meets our heating demand. It has been in place for most of the winter period, is proving effective and should require less intervention.

Electrical issues were a crucial part of maintaining the integrity of the church building over the last 12 months. Our regular electrical contractors, Selectrical, installed new sockets in the church for new TV monitors to display information about the events and highlights of church activities such as the bell ringing and useful historical details about the church. We are working with the Diocese of London to accelerate switching the electrical supply in the office from connection to the Watch House to connection with the church circuit board. This is one of the legacy infrastructure items to how parts of the church building were linked to The Watch House. Incidents with tripped circuits raised the urgency with which to get this done. The linked heating situation applies for the office as well.

Lighting in the main church hall has mostly been switched to cost-saving and environmentally sustainable LED bulbs. A proposal is in place to replace the ceiling spotlights from the now-banned halogen filament light package to less energy-intensive LED spotlights. When funding is available this would not take too long to complete.

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The window lighting to illuminate the stained-glass windows in the Musicians' chapel installed in 2022 remains a pleasing highlight for visitors to the church. This enhanced aesthetic of the chapel has inspired a proposal to do a similar lighting scheme for the stained-glass windows in the Royal Fusiliers chapel. It is hoped this will be started and completed in 2024.

Funding is available to repair the leaking roof above the Musicians' chapel, a major concern during rainstorms. However, the setback to work starting has been finding a qualified roofing specialist available to carry out the works. A contractor has been appointed but we are waiting for a start date.

The fire risk assessment conducted following the office move in 2021 to ensure the building met our fire and safety requirements continues to be a source of identifying improvements in the building. A few significant recommendations were made that included more fire exit signage, more regular portable appliance testing (PAT) and fire alarm testing. Annual fire alarm servicing and extinguisher servicing was also completed during this period with all equipment passing successfully with some extinguishers replaced in 2023 to bring it up to date.

New electronic locks were successfully installed on the kitchen door and the access door to the meter room. This was to secure access into the kitchen where food and drink for the events held in the church are stored making them safe and to limit access, one to the Parvis Flat and two, to prevent access to the alarm system and electric meters as a measure of security as recommended by the Quinquennial report.

We continue to support the City of London Parks and Gardens Department in maintaining the Royal Fusiliers Garden of Remembrance. The flagpole, installed in 2017 now requires some repair as it ages, though it continues to serve us well for raising The Royal Fusiliers Standards on Regimental Memorial days.

We continue to work with telecommunications companies through Shared Access, the approved third-party contractor, appointed by the telecommunications operators, to allow access for regular maintenance and repair works. An annual independent health and safety assessment of the church access route to the telecommunications tower passed the ladder and access ways as safe for use.

The relationship with the cleaning company, Clean for Good, is going very well. Crystalkil continues to provide monthly pest control updates with fewer sightings of mice being reported. This may have more to do with blocking off access holes into the church and Parvis flat done in 2021.

The old pews in the church were repaired and have helped to increase the church's seating capacity as well as improve the aesthetics of the church furnishing. A set of oval wooden tables were donated to the church in 2023 and these were put to use by creating a zone for visitors and event attendees to sit and enjoy a refreshment or have a rest in the church. This has been a great success with feedback from visitors indicating they appreciated a place to rest while enjoying the beauty of the building.

The other wooden features of the church not including the pews, such as the chairs and fasciae continue to be maintained as best as possible, given their age and frequent use for events and services. The possibility of replacing all the wooden chairs remains.

In the Parvis flat, the need to redecorate remains. At the moment, a reputable contractor has been contacted and an initial quote for the work has been submitted. During this redecoration project, there will be consideration to replace the extractor fan in the bathroom and to replace some old windows with water ingress on the top floor.

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A temporary fencing structure is in place to keep access to the north side area restricted. It was discovered that the crypt had been broken into at least twice over a two-week period. The police were informed, and they advised on temporary measures taken to secure the area. Faculty papers are in progress to install a permanent fencing structure.

A homeless assessment center will be opening in 2024 behind the church in the Snow Hill court buildings. This was after the buildings were reinforced and fully refurbished. The works resulted in a change in the access to the back of the church with the plan being to have an electronic gate in place to monitoring access to the back of the church at any time, with a gatepost manned 24 hours a day by the assessment center staff. In time, access cards will be made available to holders in the church and other partners using the Snow Hill Court buildings.

Plans to repair damaged plasterwork in the church remain very much in place with the hope that new funding to conduct the work in stages would be available in 2024 thanks to the tireless efforts of Rev. Nick Mottershead to find funding for the various projects that need doing in the church. This is alongside collaborating with the Friends of the Musicians Chapel to restore the church organ.

We continue to optimize the space we have in the church for storage, following the evacuation of the rooms on Snow Hill court in 2019, utilizing the rooms under the organ while keeping in mind the original uses for them. This space is shared with the Ukrainian Orthodox church community where they store their icons and service paraphernalia.

Other outstanding refurbishment works resulting from the Quinquennial Inspection of 2017 and 2022, including restoring the falling masonry on the roof of the church, has been rescheduled to a more opportune time.

Overall, developments in the church have been good for bringing in more people and raising awareness of Holy Sepulchre in the heart of the City. We pray that this will also support a growth in church attendance throughout the week.

Ruth Baxter
March 2024

ELECTORAL ROLL REPORT

In preparation for the APCM, the Electoral Roll was revised in April and the new roll was displayed publicly.

There are currently 10 names on the roll.

Sarah Finch. Electoral Roll officer. 11th April 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The governing document for the PCC is the Parochial Church Councils (Powers) Measure 1956 as amended, which sets out the principal function of the PCC as being "promoting in the parish the whole mission of the Church."

Recruitment and appointment of new trustees

The method of appointment is as set out in the Church Representative Rules. All regular church attenders are encouraged to register on the Electoral Roll and consider standing for election to the PCC. Churchwardens and other PCC members are elected at the Annual Parishioners' and Annual Parochial Church Meetings.

ST SEPULCHRE'S PCC

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Banking

Bank accounts for the PCC are held with Lloyds Banking Group PLC, Holborn Circus.

A Deposit account is held with Kingdom Bank, Padge Road, Beeston, NG9 2RS.

Risk review

The major risks to which the Charity is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage these risks. This includes a Safeguarding Policy which was reviewed during 2023.

The PCC aspires to maintain a safe environment for all its activities and premises. Accordingly, a Health and Safety Policy is in place and was reviewed in 2023.

The PCC endeavours to maintain high standards of care and consideration when dealing with church members and the public.

All Staff have undertaken GDPR training. A Data Protection policy, Data Retention Policy, Privacy Policies and Data Consent Forms are in place.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1159833

Principal address

Holborn Viaduct
London
EC1A 2DQ

ST SEPULCHRE'S PCC

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

Trustees

Members of the PCC (except Deanery Synod members who are elected for 3 years) are elected annually by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the period covered by this report and up to the date of the current year's APCM (14th April 2024) the following have served as members of the PCC:

Priest-in-charge and Chair:

- The Revd. Nick Mottershead (From February 2021)

Clergy

- The Revd. Tessa Bosworth (Until June 2023)

Church Wardens:

- " Ruth Baxter (Re-elected in May 2023, also elected as Lay Vice Chair)

Deanery Synod Representative:

- Vacant

Elected Lay members of the PCC:

- Phillipa Dutton (From March 2022, re-elected in May 2023)
- Sebastian Fox (Ex-officio from March 2023)
- Andrew Morris (Ex-officio from March 2023)

During this period, all Lay PCC members were on the Church Electoral Roll. One member of the PCC has been resident in the parish -Tessa Bosworth from June 2021.

Independent Examiner

Anwer Patel BA(Hons) FCA BFP
Prestons & Jacksons Partnership LLP
364 - 368 Cranbrook Road
Ilford
Essex
IG2 6HY

Banking

Bank accounts for the PCC are held with Lloyds Banking Group PLC, Holborn Circus.

A Deposit account is held with Stewardship, 1 Lambs Passage, London EC1Y 8AB.

Approved by order of the board of trustees on 10/06/24 and signed on its behalf by



Trustee : The Revd. Nick Mottershead

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST SEPULCHRE'S PCC

Independent examiner's report to the trustees of St Sepulchre's PCC

I report to the charity trustees on my examination of the accounts of St Sepulchre's PCC (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

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

A. PATEL

Anwer Patel BA(Hons) FCA BFP

Prestons & Jacksons Partnership LLP
364 - 368 Cranbrook Road
Ilford
Essex
IG2 6HY

Date:12/06/24.....

ST SEPULCHRE'S PCC

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

		Unrestricted fund £	Restricted fund £	31.12.23 Total funds £	31.12.22 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	87,715	91,490	179,205	137,312
Investment income	3	38,860	-	38,860	38,775
Other income	4	104,710	-	104,710	76,371
Total		231,285	91,490	322,775	252,458
EXPENDITURE ON					
Charitable activities	5				
Charitable Activities		272,421	62,614	335,035	265,420
NET INCOME/(EXPENDITURE)					
Transfers between funds	16	(41,136) 12,178	28,876 (12,178)	(12,260) -	(12,962) -
Net movement in funds		(28,958)	16,698	(12,260)	(12,962)
RECONCILIATION OF FUNDS					
Total funds brought forward		31,505	30,387	61,892	74,854
TOTAL FUNDS CARRIED FORWARD		2,547	47,085	49,632	61,892

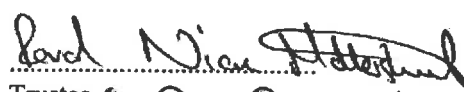
The notes form part of these financial statements

ST SEPULCHRE'S PCC

BALANCE SHEET 31 DECEMBER 2023

	Notes	31.12.23 £	31.12.22 £
FIXED ASSETS			
Tangible assets	12	6,494	4,425
CURRENT ASSETS			
Debtors	13	36,509	6,584
Cash at bank and in hand		143,153	96,357
		<u>179,662</u>	<u>102,941</u>
CREDITORS			
Amounts falling due within one year	14	(136,524)	(45,474)
NET CURRENT ASSETS		<u>43,138</u>	<u>57,467</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>49,632</u>	<u>61,892</u>
NET ASSETS		<u>49,632</u>	<u>61,892</u>
FUNDS	16		
Unrestricted funds		2,547	31,505
Restricted funds		47,085	30,387
TOTAL FUNDS		<u>49,632</u>	<u>61,892</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 10/06/24 and were signed on its behalf by:


Trustee: The Revd Nick Mottershead

The notes form part of these financial statements

ST SEPULCHRE'S PCC

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Tangible fixed assets are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using either a straight line or reducing balance method, as indicated below.

Depreciation is provided on the following basis:

Fixtures and fittings - 25% Reducing balance

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

ST SEPULCHRE'S PCC

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

1. ACCOUNTING POLICIES - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	31.12.23	31.12.22
	£	£
Donations	126,773	110,529
Grants	52,432	26,783
	<u>179,205</u>	<u>137,312</u>

Grants received, included in the above, are as follows:

	31.12.23	31.12.22
	£	£
Trust For London	24,479	22,483
Diocesan Burial Ground	2,953	2,500
Friends of The City Churches	-	1,800
The Pemberton Barn Trust	10,000	-
The Charles Skey	3,000	-
The Salters' Company SCF	10,000	-
The Blythe Watson Charitable Trust	2,000	-
	<u>52,432</u>	<u>26,783</u>

3. INVESTMENT INCOME

	31.12.23	31.12.22
	£	£
Rents receivable	38,812	38,775
Parochial Fees	48	-
	<u>38,860</u>	<u>38,775</u>

ST SEPULCHRE'S PCC

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

4. OTHER INCOME

	31.12.23	31.12.22
	£	£
Net Income	35,988	35,986
Events Hire Income	68,594	40,356
Interest Income	138	9
CD income	(10)	20
	<u>104,710</u>	<u>76,371</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities (see note 6) £	Support costs (see note 7) £	Totals £
Charitable Activities	<u>324,308</u>	<u>6,727</u>	<u>4,000</u>	<u>335,035</u>

6. GRANTS PAYABLE

	31.12.23	31.12.22
	£	£
Charitable Activities	<u>6,727</u>	<u>4,800</u>

The total grants paid to institutions during the year was as follows:

	31.12.23	31.12.22
	£	£
Dellow Centre	2,400	2,400
Life Centre Salford	1,000	2,400
Voice for Ukraine	3,327	-
	<u>6,727</u>	<u>4,800</u>

ST SEPULCHRE'S PCC

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

7. SUPPORT COSTS

	Governanc costs
	£
Charitable Activities	<u><u>4,000</u></u>

8. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

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

9. STAFF COSTS

	31.12.23	31.12.22
	£	£
Wages and salaries	<u>107,467</u>	<u>93,679</u>
	<u><u>107,467</u></u>	<u><u>93,679</u></u>

The average monthly number of employees during the year was as follows:

	31.12.23	31.12.22
Charitable activities	<u>5</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 31.12.22

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	126,266	11,046	137,312
Investment income	38,775	-	38,775
Other income	<u>76,371</u>	<u>-</u>	<u>76,371</u>
Total	<u>241,412</u>	<u>11,046</u>	<u>252,458</u>
EXPENDITURE ON			
Charitable activities			
Charitable Activities	<u>258,731</u>	<u>6,689</u>	<u>265,420</u>

ST SEPULCHRE'S PCC

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

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 31.12.22 - continued

	Unrestricted fund £	Restricted fund £	Total funds £
NET INCOME/(EXPENDITURE)	(17,319)	4,357	(12,962)
 RECONCILIATION OF FUNDS			
Total funds brought forward	48,824	26,030	74,854
	_____	_____	_____
TOTAL FUNDS CARRIED FORWARD	<u>31,505</u>	<u>30,387</u>	<u>61,892</u>

11. KEY MANAGEMENT PERSONNEL

Key Management Personnel of the Organisation is the Board of the PCC.

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 January 2023	5,883
Additions	<u>4,234</u>
At 31 December 2023	<u>10,117</u>
 DEPRECIATION	
At 1 January 2023	1,458
Charge for year	<u>2,165</u>
At 31 December 2023	<u>3,623</u>
 NET BOOK VALUE	
At 31 December 2023	<u>6,494</u>
At 31 December 2022	<u>4,425</u>

ST SEPULCHRE'S PCC

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

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade debtors	<u>36,509</u>	<u>6,584</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	42,879	1,486
Other creditors	<u>93,645</u>	<u>43,988</u>
	<u>136,524</u>	<u>45,474</u>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund	Restricted fund	31.12.23 Total funds	31.12.22 Total funds
	£	£	£	£
Fixed assets	6,494	-	6,494	4,425
Current assets	132,577	47,085	179,662	102,941
Current liabilities	<u>(136,524)</u>	<u>-</u>	<u>(136,524)</u>	<u>(45,474)</u>
	<u>2,547</u>	<u>47,085</u>	<u>49,632</u>	<u>61,892</u>

16. MOVEMENT IN FUNDS

	At 1/1/23 £	Net movement in funds £	Transfers between funds £	At 31/12/23 £
Unrestricted funds				
General fund	31,505	(41,136)	12,178	2,547
Restricted funds				
Restricted Funds	30,387	28,876	(12,178)	47,085
TOTAL FUNDS	<u>61,892</u>	<u>(12,260)</u>	<u>-</u>	<u>49,632</u>

ST SEPULCHRE'S PCC

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

16. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	231,285	(272,421)	(41,136)
Restricted funds			
Restricted Funds	91,490	(62,614)	28,876
TOTAL FUNDS	<u>322,775</u>	<u>(335,035)</u>	<u>(12,260)</u>

Comparatives for movement in funds

	At 1/1/22 £	Net movement in funds £	At 31/12/22 £
Unrestricted funds			
General fund	48,824	(17,319)	31,505
Restricted funds			
Restricted Funds	26,030	4,357	30,387
TOTAL FUNDS	<u>74,854</u>	<u>(12,962)</u>	<u>61,892</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	241,412	(258,731)	(17,319)
Restricted funds			
Restricted Funds	11,046	(6,689)	4,357
TOTAL FUNDS	<u>252,458</u>	<u>(265,420)</u>	<u>(12,962)</u>

ST SEPULCHRE'S PCC

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

16. MOVEMENT IN FUNDS - continued

Analysis of Restricted Reserves carried forward as at 31st Dec 2023

	1/1/23	Income	Expenditure	Transfer	31/12/23
Stewardship- Music	9,122	1,135	(1)	2	10,258
Hardship Reserve	9,702	-	-	-	9,702
GenerosCity Income	11,563	26,312	(1,570)	(9,180)	27,125
CCGC	-	27,951	(27,951)	-	-
Community Lottery Fund	-	32,092	(32,092)	-	-
Royal Fusiliers	-	4,000	(1,000)	3,000	-
	30,387	91,490	(62,614)	(12,178)	47,085

17. RELATED PARTY DISCLOSURES

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity, and no Trustee expenses have been occurred.

Ms. E Gallagher who is a Church Warden and Trustee is one of the paying tenants of the Parvis flat. This is an arms' length transaction.

There were no donations received from the related party during the year. (2022: £3,160)

ST SEPULCHRE'S PCC

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	31.12.23 £	31.12.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	126,773	110,529
Grants	52,432	26,783
	<hr/> 179,205	<hr/> 137,312
Investment income		
Rents receivable	38,812	38,775
Parochial Fees	48	-
	<hr/> 38,860	<hr/> 38,775
Other income		
Net Income	35,988	35,986
Events Hire Income	68,594	40,356
Interest Income	138	9
CD income	(10)	20
	<hr/> 104,710	<hr/> 76,371
Total incoming resources	<hr/> 322,775	<hr/> 252,458
EXPENDITURE		
Charitable activities		
Salaries	107,467	93,679
Utilities	44,227	20,417
Running Expenses	81,492	38,739
Staff Expenses	24,991	19,990
Honoraria	34,910	49,698
Diocesan Common Fund	23,750	24,163
Mission and Evangelism	5,306	8,476
Fixtures and fittings	2,165	1,458
Grant Making	6,727	4,800
	<hr/> 331,035	<hr/> 261,420
Support costs		
Governance costs		
Independent Examination Fees	2,200	2,200
Carried forward	2,200	2,200

This page does not form part of the statutory financial statements

ST SEPULCHRE'S PCC

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

	31.12.23	31.12.22
	£	£
Governance costs		
Brought forward	2,200	2,200
Professional Fees	1,800	1,800
	<u>4,000</u>	<u>4,000</u>
Total resources expended	<u>335,035</u>	<u>265,420</u>
Net expenditure	<u>(12,260)</u>	<u>(12,962)</u>

This page does not form part of the statutory financial statements