

**The Annual Parochial Report
for the Parish of St Cyprian Clarence Gate
within the Diocese of London
for the year ending December 31st 2023**



**St Cyprian's Church, Glentworth Street
London NW1 6AX**

Contents

A. Reference and Administrative Information	4
B. Clergy Reports	6
C. Reports	11
<i>Churchwardens' Report – Fabric, goods and ornaments</i>	
<i>Music Report</i>	
<i>Finance Report</i>	
<i>Eco Church Report</i>	
<i>Bookings and Community Report</i>	
D. PCC and Governance	14
<i>Electoral Roll</i>	
<i>Deanery Synod Report</i>	
E. Meeting of Parishioners and APCM – 5th May 2024	15
<i>Agenda</i>	
<i>Minutes of 2023 Meeting</i>	
Appendix A: Attendance at APCM 2023	18
Appendix B: Annual Accounts	19

A. Reference and Administrative Information

The Parish of St Cyprian, Clarence Gate, Glentworth Street, London NW1 6AX is in the Diocese of London.

The Parochial Church Council of St Cyprian is a charity registered with the Charity Commission (no. 1176918). PCC members who served from 1st January 2023 until the date of this report are:

Clergy: Reverend Clare Dowding (Priest in Charge)
Reverend Michael Fuller (Associate Priest)
Reverend Donna McDowell (Assistant Curate)

Church Wardens: Mr W Nye
Mrs S Daniels

Members: Ms M Ashwin
Miss C George
Mr R Gwynne
Mr E Emms
Ms S Johnson (Secretary)
Mrs C Mayor (Electoral Roll Officer)
Mr W Parry (Deanery Synod Representative)
Mr M Carr (In attendance) Finance & Operations
Mr J Collings (In attendance) Director of Music

Structure, Governance and Management

The parish is governed by the priest-in-charge working with the Parochial Church Council (PCC). All church attendees are encouraged to register on the Electoral Roll of the parish, and the PCC is elected by the Electoral Roll members. The churchwardens, who are elected at the Annual Parochial Church Meeting by Electoral Roll members and residents of the parish, are members of the PCC.

Trustees are recruited based upon their skills, sector knowledge and experience. The Trustees confirm that they have had regard for the Charity Commission guidance on public benefit when reviewing and planning activities in 2023 and for future years.

Objectives and Activities

The objective of St Cyprian's Clarence Gate is to provide a community to enable people to worship God, to develop their faith and to build up a sense of community within the parish of St Cyprian's.

To this end, it provides:

Worship – a Sunday Parish Mass, monthly Choral Evensong, Thursday Low Mass, Zoom Evening Prayer, and Mass on major feasts of the church;

Pastoral support from clergy and laity; other activities such as Bible studies, occasional lectures, and occasional other social events.

It is continually looking for new ways, within its capacity and resources, to build up its parish life.

In addition, to finance these activities of St Cyprian's as a worshipping community, St Cyprian's makes use of its main asset, its church building, to provide a space for community groups and others to use, for concerts, for rehearsals, for exhibitions, for classes and for other purposes.

In addition, the church is used for worship, prayer and community activities by the London City Korean Church. A Licence under Faculty has been put in place for the upcoming annual year and will be reviewed annually. Francis Holland Church of England Girls' School uses the church for worship and for rehearsals, art exhibitions and concerts.

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

B. Clergy Reports

Priest in Charge – Rev'd Clare Dowding

Over the past year we have much to celebrate as St Cyprian's has lived into its core objective to 'provide a community to enable people to worship God. to develop their faith and to build up a sense of community within the parish'. It has been a joy to gather for worship week-by-week, to be blessed by the gift of the sacrament and the ministry of the word, and to do so surrounded by the beauty of music and architecture in this sacred space. I have been encouraged by the welcome newcomers have received, by the care shown among members of the congregation and choir, and by the opportunities to reach out to those living and working in the parish.

As we look back over the last year you may recall some personal highlights - among them, the special Evensong celebrating the Coronation of King Charles III on 7th May; the Festival Concert 'Israel in Egypt' on 20th May performed by orchestra and choir, including our own St Cyprian's Singers, led masterfully by our Director of Music, Julian Collings; Angela Lascelles sharing her reflections on Christian Aid Sunday; a wonderful programme of Chamber Music Concerts organised by our (much-missed) Assistant Organist, Alex Wilson; St Cyprian's Patronal Festival with guest preacher, Revd Dr Ayla Lepine; and Festal Evensong and Benediction on 11th June for Corpus Christi. Our life as a worshipping community is enhanced so beautifully by the gifts of our Director of Music, Julian Collings, and those who sing in our choir – whether on a weekly basis or for special occasions. The worship and music here at St Cyprian's not only brings us into closer union with God but also draws newcomers into church – I've had a number of conversations with those who have found their way into worship by hearing the beautiful sound of the choir from the streets outside. In a time of such difficulty in our world, and the busyness and demands on people's lives, the worship we share offers so much to our community.

It was a joy to be licensed as priest-in-charge on 23 April 2023 and to have Rt Revd Sarah Mullally share in this occasion. We were blessed by Bishop Sarah's presence a number of times during 2023, including the very special occasion of Sophie and Barnaby's confirmation on 4th June; on the following day, June 5th for Morning Prayer as part of the Bishop's Visitation to Marylebone Deanery; later the same week St Cyprian's hosted the Diocesan LLM Licensing Service with Bishop Sarah licensing nine lay ministers for ministry in parishes across the Diocese.

During the year we have maintained links with Francis Holland School, especially in offering a place for worship and celebration as part of their school year. On 18th May Rt Revd David Urquhart confirmed students during the Ascension Day service; followed by the End of Term service on 30th June. With the start of a new academic year we welcomed 550+ students for the Harvest Service and later again for the Christmas service. Pupils from the school assist with leading music, reading and prayers of intercession and it is always a joy to see many of the girls coming forward

to receive the sacrament or a blessing. I hope over the coming year we might forge closer links with the school, especially with the school choir, and offer some opportunities for sharing in worship together. We have also established new links with Christ Church Bentinck CE Primary School, welcoming children into the church on a number of occasions to explore topics connected to RE. In December 2023 Revd Donna spent time with one class looking at the stained-glass windows in the Lady Chapel in connection with their topic on the Incarnation; and in March we look forward to inviting the children to 'Experience Easter' – a guided journey through the church telling the story of Holy Week and Easter. I pray that these invitations into the church to children and young people in our local area will become opportunities for them to experience something of the wonder and awe of God's presence that we have found here.

I am hugely grateful to Fr Michael for the dedication and prayerful attention he offers to the congregation and community here at St Cyprian's, we are so blessed by his ministry. It has been a joy to see Revd Donna flourish here at St Cyprian's as part of her curacy in the parishes. It is a privilege to minister alongside Robert and Sophie who bring so much to the worshipping life of the church through their serving and preparations for worship; to welcome Martin as LLM to preach and serve; and to welcome others to serve, preach or preside on special occasions. St Cyprian's is a wonderful community within which to nurture vocations and I was pleased to welcome Marieke Sybrandi on placement during July 2023, offering opportunity for her to preach and share in worship, as well as engaging with pastoral and community events. I hope we continue to nurture vocations within our community and be a place where those exploring vocations can come and share and learn alongside us. I am grateful for the welcome that has been shown to members of St Paul's, Rossmore Road, who have occasionally joined for Parish Mass and more regularly for Evensong and special occasions. It has been lovely to welcome members of St Cyprian's to worship at St Paul's for the midweek mass or Sunday services through the year. The tradition of worshipping together for Midnight Mass and Easter Vigil has developed over a number of years, and I pray that our sharing in closer relationship might forge links of friendship and new opportunities to serve God together in our parishes.

Our Church Wardens, William and Sarah, have given generously and graciously of their time, offering support and wisdom in many important decisions, as well as working tirelessly behind the scenes to ensure the church runs smoothly. It was a privilege to join with Churchwardens from across the Two Cities at the Admission service at St Saviour's Warwick Avenue and to pray for our own wardens as they continue their ministry among us. I am grateful to all those who give their time serving on PCC; to all who volunteer their time to support the life of the church; and to everyone who shares in the worshipping life of the church and supports the ministry of the church so generously.

Over the past year we have made good strides towards scoping some of the long-anticipated building works and repairs. In August 2023 we interviewed a number of architects and proposed Camilla Finlay to the Diocesan Advisory Committee.

Camilla's appointment was approved by the DAC at their October meeting and we subsequently invited Camilla to undertake a full Quinquennial Inspection. It was fascinating to spend the day with Camilla looking around the church – from basement to rooftop – identifying areas and projects we will need to focus on in the coming years. In addition to this, the Triennial Visitation was completed by the Archdeacon of London on 8th November. In preparation for the visitation, we undertook a number of essential compliance tasks, including a fire risk assessment; electrical and gas inspections; health and safety audits; and safeguarding audit. I am very grateful to Martin for his careful preparation in this. With the compliance work done, the appointment of our new architect and the Quinquennial Inspection complete, we are in a good position to proceed with planning the major building works over the coming years. We look forward to inviting Camilla to work with the PCC as we scope these works - considering timescale, prioritising projects and fundraising opportunities.

I hope that this Annual Report encourages you. I pray that as you reflect on the past year and the ways you have experienced of God's presence through the worship, ministry and community at St Cyprian's church, that you might offer something of that blessing to those in our parish and beyond as we seek to grow and deepen in worship, faith and acts of service.

Associate Priest – Fr Michael Fuller

This year has been as challenging as any previous as we continued to recover from the pandemic, a slow process.

During the average week, I have continued to engage in all the work generally associated with priestly responsibilities. This includes:

- Services, occasional offices and preparation for these.
- Pastoral care and fellowship that has arisen from occasional offices.
- Parish PCC meetings.
- Chapter and Deanery Synod meetings.
- Undertaking, as far as possible this year, professional development and continuing my work as a spiritual guide.

I've had ample opportunity over the last few months to reflect on this. It seems important to me that being Church in the 21st Century requires us all to be clear about where our Tradition meets the needs of modern life – and where it doesn't!

The future of our churches, their survival and development, are intrinsically bound up with our own personal growth in Faith, our ability to inspire all with whom we live and work and our willingness to change.

I believe this is what Christ calls us to embody and to this end I will continue to work and pray for the life of our Parish in the coming year. Especially as the church

hierarchy seem intent on dismantling the parochial structures and encouraging the growth of what increasingly seems like some lightweight sect which is determinedly reaching out to people with a watered-down version of the Christian faith.

We walk with Christ, with our fellow Christians, and all the heavenly host who have walked his way before. Not one step has been in vain, not one step unaccompanied. In faith we step out into a new future, firm in the knowledge that the best is yet to come.

My thanks for the support of the congregation over the year. I must thank Clare, as our priest-in-charge, for her patience with me and single out our wardens, William Nye and Sarah Daniels and the members of the PCC. Sarah Johnson has bravely continued as Hon Sec. Julian Collings has continued to inspire our worship with great music. Robert Gwynne and Sophie Nye have been superb at the altar. The coffee makers compare with anything found at Starbucks.

There are many others to thank for so many things, please be aware that whatever you do for St Cyprians is greatly appreciated.

One of the most amazing things to have witnessed is the way that everyone has supported us financially. Having lost one major our lettings, we have managed to struggle through the year thanks to your amazing generosity.

We seem no closer to formulating plans for the major works programme: burying our heads and pretending it's not urgent will not make the work that is needed to be done go away, it will just eventually cost more, be more of it and take more time if we do not address it.

Thank you to all who contributed to our life in these challenging times.

Curate – Rev'd Donna McDowell

I cannot believe that my time at St Paul's and St Cyprian's is drawing to a close. I have had the most wonderful curacy and a large part of that is because of St Cyprian's and its congregation. I have loved getting to know the community (especially over fizz after evensong and special services) and have been blessed by your encouragement and affirmation. I have learnt a lot, made a lot of mistakes and been patiently supported through it all!

What a joy to be one of only a handful of women to have presided in such a magnificent church – every time I have stood at the beautiful altar and listened to the choir my soul has soared, and sometimes it was hard to stop tears from falling!

I am so grateful to Fr Michael for all his patience – he always had time to answer my questions, even when they were the same questions I had asked the previous three times; he never made me feel stupid for not knowing or not remembering, and always encouraged me in my vocation. Julian has also shown remarkable patience

with my lack of musical prowess, and has been good-natured and good-humoured as he has helped me gain the confidence to build towards singing the Exsultet (a highlight of my three years!) and the choir have been so warm and have buoyed me up with the beauty of their voices and their support. Robert and Sophie have been marvellous liturgical companions, and it has been lovely to join Clare and Martin in participating more and more frequently in services here. William and Sarah have calmed my nerves on many an occasion – perhaps not what they were expecting to do as churchwardens, and I am so grateful.

I want to thank you all so much for the warmth of your welcome and your openness to letting me learn as I stumbled my way through things. I leave with a breadth and depth of experience, and the most wonderful memories, for which I am so very thankful.

C. Reports

Churchwardens' Report – Fabric, goods and ornaments

There were relatively few changes to the fabric or ornaments in the church in 2024, following the more significant work in 2022 to build the disabled lavatory and kitchenette at the liturgical west end of the nave. The main works done in 2023 were:

an upgrade to the sound system used for services and events;
the redecoration of the small meeting room next to the crypt door, so that it can be used for small meetings, for counselling, and for similar purposes;
building new built-in cupboards on one wall of the main crypt room, to enable the storage of the choir robes, chairs and other materials, and to free the small meeting room from some things formerly stored there.

These improvements to the fabric were funded from the Patrick Graham legacy fund, a legacy from a former parishioner for the beautification and improvement of the church.

During 2023 Jacquie Binns, the renowned church textile artist, has been making necessary repairs to some of our collection of historic vestments. In addition, we have commissioned from her a new set of white vestments, which was first used by Bishop Sarah at a confirmation service on Trinity Sunday.

Music Report – Julian Collings

I am pleased to report that it has been another good year for music at St Cyprian's as we enjoyed the brief tenure of Alex Wilson as our Assistant Director of Music. Alex moved on to become Organist at St George's Cathedral, Southwark in December and we are currently in the process of finding his successor.

Choir membership has remained steady with a pleasing influx of new singers over the course of the year. We continue to target recruitment at university graduates moving to London as well as those already singing in London looking for a high-quality choir without the excessive commitment of most similar groups.

We finally held our annual Festival concert of Handel's 'Israel in Egypt' in May following its cancellation the previous year due to the death of HM the Queen. It was a fantastic performance and well supported by an appreciative audience. A performance of Verdi's Requiem is being planned for September this year.

Monthly choral evensong has continued to attract a small but growing congregation - there is however still much scope for further development and this is under discussion with the PCC.

The newly instigated monthly Chamber Music Series has had a great first year making a small financial surplus. The series is continuing in 2024 and has great potential to grow further - audiences are an eclectic mix of congregation members and first-time visitors to the church.

PCC Discussions on potential repairs to the organ are ongoing.

Outside of St Cyprian's, the choir continues to develop its reputation, singing services at Chester Cathedral and with a weekend at St Paul's Cathedral in London planned for July 2024.

Financial Report – Martin Carr

We ended 2023 with approximately £3k in our NatWest accounts, and £105k in CCLA reserves. The year shows a deficit of around £20k, largely due to money contributed to minor works projects. Unreserved funds show a healthy surplus.

The launch of the Parish Giving Scheme as our main congregational stewardship tool has been successful. Can I urge all church members who are not currently signed up to do so? We should highlight stewardship again in 2024.

Church lettings income was slightly down in 2023, but a new agreement with Millennium Performing Arts for weekday daytime use of the building in 2023/24 promises to bring an additional £30k of annual income. Additionally, the Korean Church have now agreed a licence under faculty, including an increased fee.

We have not yet transferred from NatWest to CAF Bank as agreed by the PCC due to pressures on admin time together with a new way the Charity Commission are administering their online data. This will happen in 2024.

The full figures for the year are to be found at the end of this annual report. I am grateful for the support and attention to detail of our Independent Examiner, Christina Shiatis of MASY Associates for her collaboration to finalise these.

Eco Church Report – Martin Carr

We continue to take small steps forward. An energy audit was carried out in autumn 2023 by Inspired Efficiency, and funded by Westminster Council, which has identified potential carbon savings, and a route-map to Net Zero. We have an ongoing programme to switch all our lighting to LED. The building is suitable for solar panels which could be installed in conjunction with any major works to the roof. Our energy contracts come up for renewal in 2024, and we can make the switch to 100% renewable through Parish Buying.

We are working with Westminster Churches Net Zero Officer Alison Moulden towards feasibility studies for heat pump and/or radiant energy for our building to

replace our 17-year-old gas heating system, and though these will be expensive, significant funding is becoming available from Westminster Council and the GLA to progress such schemes. I look to the whole congregation for support as we seek to transform our church to protect God's gift of creation, working with the Church of England as a whole to achieve the ambitious Net Zero Carbon target by 2030. Hopefully in 2024 we can gain the Eco Church silver award for our efforts.

Bookings and Community – Martin Carr

We continue to attract musicians, artists and community groups to use our building, and the gradually improving facilities make the space more desirable.

Our ongoing relationship with the Korean Church is being formalised through a Licence under Faculty, which is in the final stages of being agreed.

A newer relationship with Millennium Performing Arts, who run university-accredited courses in music, dance and theatre, has increased use of the crypt, and will from autumn 2024 see their students using the full church for practice and rehearsals weekday daytimes during term.

English Baroque Choir, the Pinstripe Highlanders, and Learning Orchestra use us weekly for rehearsals, and various choirs and music groups including Camden Orchestra and Welsh Chorale host concerts in our building.

There is much one-off use, though this can be time-consuming and occasionally disruptive, so moving to regular use by known and trusted partners is desirable.

We continue to host occasional services and events for Francis Holland School, and an exhibition by Chilean artist Johanna Unzueta attracted wide interest in October 2023.

As 2024 gets underway it is good to have the support of two new colleagues, Melissa Royston-Bailey and Joanna Olasoji, to administer and promote all we do.

D. PCC and Governance

Electoral Roll Update – Chan Mayor

Deanery Synod Report

The St Marylebone Deanery Synod is a formal meeting of representatives of the churches in the St Marylebone Deanery. Although there are business items to be dealt with, including the appointment of school governors, the meetings are mainly for information and discussion about mission and ministry in the area. The Synod met three times during 2023, at which the following were the main points of discussion.

The first main item on the agenda for the January meeting was for churches to report back on the joys and challenges of Christmas 2022. The first three churches spoke of the number of carol services that had been held and the thousands of people who had come into the church for these services. It was then the turn of St Paul's and St Cyprian's. Revd Donna reported that a crib service had been held at St Paul's on Christmas Eve followed by Midnight Mass at St Cyprian's and Christmas Day services in both churches. She went on to list the work the churches had done in the community helping those in need over the Christmas period. Thereafter, the remaining churches were a bit more restrained about the number attending services. The conclusion was that it was encouraging that large numbers attended the variety of services and events, but it was important to recognise the challenges faced within the local community, such as homelessness and the cost of living. This was followed by a discussion on looking ahead to 2023 and beyond, where the synod was asked to consider the concept of a 'Rule of Life' in making Confident Disciples. Following discussion in small groups, members shared the ways in which they put this into practice.

The June meeting coincided with the Bishop of London's visitation to parishes in Marylebone Deanery. At the meeting Bishop Sarah gave her reflections on how churches in the deanery were nurturing disciples particularly among young people, and how they were supporting their local communities. She highlighted the diocesan website where there were resources to help with this. She also mentioned the work of the London Diocesan Board for Schools with children, adding that we also need to support parents and carers.

The final meeting of the year in October was hosted by St Cyprian's Church, there was an update from the Diocesan Finance Advisor around matters such as Common Fund, then feedback from the General Synod meeting held in July which had proved to be challenging because of a number of conflicting views with respect to the 'Living in Love and Faith' matters. This was followed by a presentation from the Diocesan Discipleship Enabler highlighting the 2030 Diocesan vision with emphasis on becoming confident disciples.

E. Meeting of Parishioners and APCM – 5th May 2024

AGENDA

Opening Prayer

Annual Parish Meeting

- (i) Apologies for absence
- (ii) Minutes of the previous Annual Parish Meeting
- (iii) Matters Arising
- (iv) Election of Churchwardens
- (v) Any other business

Annual Parochial Church Meeting

The reports

- (i) The Vicar's Report
- (ii) The Electoral Roll
- (iii) Annual Report
- (iv) Financial Report
- (v) Annual Fabric Report
- (vi) Deanery Synod Report

The elections and appointments

- (i) Election of representatives to Deanery Synod
- (ii) Election of PCC members
- (iii) Appoint independent examiner

Closing prayers

Minutes of the APM and APCM Sunday 26th March 2023

Location: St Cyprians

Time: 11.45 following Mass

Chair: William Nye (Church Warden - WM)

Co-Chair: Fr Michael Fuller

Minutes: Sarah Daniels (Church Warden - SD)

Present: Julian Collings (JC), Alex Wilson

(See appendices for attendees)

Apologies for Absence: Sarah Johnson (PCC Secretary), Alexia Prakas, Martin Carr, Nickie & Simon Carter, Angela & Richard Lascelles, Lou Lockhart-Mummery, Vanessa Riley, Dita Jago.

APM Minutes

1. Election of church wardens - 2 nominations received from existing wardens William Nye and Sarah Daniels. No other candidates therefore Fr Michael confirmed the election of SD and WN as church wardens for another term.

APCM Minutes:

1. Matter Arising:
 - a. MYAS confirmed as independent examiner
2. Priest in Charge:
 - a. Rev Clare Dowding to be licenced as Priest in Charge of St Cyprians by Bishop Sarah 23rd April 2023
 - b. WN thanked Fr Michael on behalf of churchwardens, PCC and congregation for commitment and service.
3. Priests report – Fr Michael referred to his written report. Fr Michael thanked all volunteers, Julian Collings, the newly appointed Alex Wilson and the choir for their significant contribution to St Cyprians life.
 - i. From the floor
 - ii. Elizabeth Masson asked for clarification re delays to major works. Fr Michael explained that the sudden death of St Cyprians architect had created a pause to the works while we went through a formal recruitment process to engage a new architect with sufficient experience and credentials for the role.
 - iii. Welcome to Sharon Bexon (Church Co-ordinator-Francis Holland School). Responsible for relationship between school and church.

- iv. Chan Mayor made a vote of special thanks and gratitude to Fr Michael for exceptional ministry in the context of many personal health challenges.

4. Financial Report

- a. Will Parry was thanked for his previous contribution in the preparation of accounts and role of treasurer.
- b. Accounts presented - prepared by MASY Associates. MASY were appointed independent examiners for the coming year.
- c. Martin Carr. It was reported that the method of accounting had been changed to enable a simpler format, though still in accordance with Charity Commissioners and Diocesan requirements.
- d. Uptake from Parish Giving Scheme has been positive.

5. Annual Fabric Report

- a. Major works achievement – Disabled Access + Kitchen Completed Sept '22
- b. Plans to improve storage in the crypt area and make better use of currently unused space – including refurbishment of 'green room'
- c. Fr Michael reported that the church chairs had reached the end of their useful life and were beginning to break at an increased rate prompting a review of possible replacements – example of St Pauls Cathedral chairs provided - £200 each for stackable wire framed.
- d. From the Floor
Richard Harwood asked what the current priorities were and whether delay to restoring the organ will have long term negative effect. JC provided summary explanation in line with recent organ inspection explaining that little significant work had been carried out on the organ in the last 20 years and the problems detected were because of this lack of attention.

6. Deanery Synod Report- presented (see appendices)

7. Achievements in Ecochurch noted (Bronze Award Secured)

- 8. PCC – currently 2 vacancies on the committee. WN invited nominations from the floor for sidespeople and members of the PCC. Eric Emms volunteered and was subsequently enrolled as a PCC member.

9. AOB:

- a. Elizabeth Masson asked who would hold responsibility for the liturgy following the licensing of Rev Clare Dowding. WN stated that it would remain the clergy responsibility but no changes without sensitive negotiations with congregation.

Appendix A: Attendance at APM & APCM 2023

1. Will Parry
2. Elizabeth Masson
3. Sheila Hind
4. Katherine Nye
5. Sophie Nye
6. Chan Mayor
7. Christopher Mayor
8. Robert Gwynne
9. Willem Vanderlee (via Zoom)
10. Roland Jeffery
11. Eric Emms
12. Richard Harwood
13. Caroline Harwood
14. Sharon Bexson
15. Mary Ashwin
16. Fr Alan Walker
17. Sarah Daniel
18. Fr Michael Fuller

Appendix B: Annual Accounts

Parochial Church Council of St Cyprians
Clarence Gate, Glentworth Street, London, NW1 6AX

31st December 2023

MASY Associates Ltd
23a Craven Terrace
London
W2 3QH

Parochial Church Council of St Cyprians Clarence Gate

Independent Examiner's report to the member/trustees of St Cyprians Church, London NW1 6AX

I report on the accounts for the year ended 31st December 2023, which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

Parochial Church Council of St Cyprians

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

- examine the accounts (under section 43(3) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners
- (under section 43 (&)(b) of the Act); and
- state whether particular matters have come to my attention

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements.
 - a) to keep accounting records in accordance with s.41 of the Act; or
 - b) to prepare accounts which accord with these accounting records have to been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

MASY Associates Ltd
23a Craven Terrace
London
W2 3QH

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments Accounts

	Note	Unrestricted Fund £	Unrestricted Designated Fund £	Restricted Fund £	Total 2023 £	Total 2022 £
Receipts						
Parochial Church Council of St Cyprians						
Planned giving		20,645.55		1,620.07	22,265.62	16,304.40
Collections at services		1,321.50			1,321.50	1,048.57
Giving via Goodbox		-			-	3,421.48
Sumup donations		4,145.99			4,145.99	3,160.29
All other giving/voluntary receipts		6,776.15		1,863.09	8,639.24	2,628.98
Gift Aid recovered		3,362.67			3,362.67	7,759.18
TOTAL		36,251.86	-	3,483.16	39,735.02	34,322.90
Activities for generating funds	4a	£ 5,000.00			£ 5,000.00	£ 41,371.00
Investment income	4b	£ 3,014.03			£ 3,014.03	£ 1,086.57
Church Activities	4c	£ 75,937.69			£ 75,937.69	£ 88,575.16
Total Receipts		£ 120,203.58	£ -	£ 3,483.16	£123,686.74	£165,355.63
Payments						
Church Activities:						
Parish share		£ 27,000.00			£ 27,000.00	£ 26,000.00
Clergy and staffing costs	4d	£ 42,729.29			£ 42,729.29	£ 39,076.82
Church running costs	4e	£ 45,778.12	£ 18,314.40	£ 9,105.28	£ 73,197.80	£121,651.08
Mission giving	4f	£ 106.00			£ 106.00	£ 446.38
TOTAL		£ 115,613.41	£ 18,314.40	£ 9,105.28	£143,033.09	£187,174.28
Bank charges		£ 195.05			£ 195.05	£ 199.07
Total payments		£ 115,808.46	£ 18,314.40	£ 9,105.28	£143,228.14	£187,373.35
Excess of payments over receipts (receipts over payments 2022)		£ 4,395.12	£ -	-£ 5,622.12	-£ 19,541.40	£ 22,017.72
Investment CCLA Shares		£ -	£ -	£ -	£ -	£ 96,083.73
					-£ 19,541.40	£118,101.45
Movement of Funds						
		Current Acc	Reserve Acc	Investment acc	TOTAL	
Cash at bank 01/01/23		£ 11,022.09	£ 4,321.24	£ 10,126.58	£ 25,469.91	
Cash at bank 31/12/23		£ 1,497.73	£ 1,310.94	£ 3,119.84	£ 5,928.51	
					-£ 19,541.40	

Statement of Assets and Liabilities

	Notes	Unrestricted Funds (£)	Designated Funds (£)	Restricted Funds (£)	Total 2023 (£)	Total 2022 (£)
Cash Funds						
Bank current account		£ 1,497.73			£ 1,497.73	£ 11,022.09
Bank reserve account		£ 1,310.94			£ 1,310.94	£ 4,321.24
		<u>£ 2,808.67</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 2,808.67</u>	<u>£ 15,343.33</u>
Parochial Church Council of St Cyprians						
Investment deposit	2A	£ 18.44		£ 3,138.28	£ 3,119.84	£ 9,806.21
Deposit fund Patrick Graham	2B					£ 320.37
Investment fund shares at market value	2C	£ 16,562.54	£ 75,525.60	£ 9,914.43	£ 102,002.57	£ 93,161.11
		<u>£ 16,580.98</u>	<u>£ 75,525.60</u>	<u>£ 13,052.71</u>	<u>£ 105,122.41</u>	<u>£ 103,287.69</u>

Notes

1) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.

2A) CCLA deposit fund CB3029663-001

2B) CCLA deposit fund 623252003D

2C) Investment 623252001S 4512.33 Shares at £102,002.57

3) The movements in restricted and designated funds during 2023 were:

	Bal B/fwd	Receipts	Payments	Bal C/fwd
RESTRICTED				
Music	£ 15,536.55	£ 3,483.16	£ 9,105.28	£ 9,914.43
TOTAL	(5) £ 15,536.55	£ 3,483.16	£ 9,105.28	£ 9,914.43
DESIGNATED				
Patrick Graham Fund	£ 93,840.00	£ -	£ 18,314.40	£ 75,525.60
TOTAL	£ 93,840.00	£ -	£ 18,314.40	£ 75,525.60
	<u>£ 109,376.55</u>	<u>£ 3,483.16</u>	<u>£ 27,419.68</u>	<u>£ 85,440.03</u>

4) £18,314.40 of the Patrick Graham fund was used to cover the expenditure on the minor works programme which included redecoration of the counselling room and provision of a new sound system and creation of new storage in the crypt room.

5) The brought forward figure of £15,536.55 differs from the carried forward figure of £8,760.40 reported in the 2022 accounts. This is due to the incorrect distribution of income and expenditure in 2022 between unrestricted and restricted funds. The PCC is content that the closing balance for 2023 is now correct for this fund.

4 Further Analysis of Receipts and Payments

	Unrestricted General Fund	Designated	Restricted Fund	Total 2023	Total 2022
	£		£	£	£
Receipts					
a) Activities for generating funds:					
Toilet/Kitchenette fundraising					£ 33,880.00
Fabric grants and projects	£ 5,000.00			£ 5,000.00	
Parochial Church Council of St Cyprians	£ -			£ -	£ 7,491.00
	£ 5,000.00		£ -	£ 5,000.00	£ 41,371.00
b) Investment Income:					
Interest on CCLA investment funds	£ 2,993.26			£ 2,993.26	£ 1,075.46
Bank interest	£ 20.77			£ 20.77	£ 11.11
	£ 3,014.03		£ -	£ 3,014.03	£ 1,086.57
c) Church Activities:					
Fees for weddings and funerals	£ 2,497.00			£ 2,497.00	£ 769.00
Trading income	£ 1,637.16			£ 1,637.16	£ -
Church lettings	£ 69,157.57			£ 69,157.57	£ 76,076.43
Sundry refunds	£ 2,645.96			£ 2,645.96	£ 11,729.73
Other	£ -			£ -	£ -
	£ 75,937.69		£ -	£ 75,937.69	£ 88,575.16
Payments					
d) Clergy and staffing costs					
Salaries	£ 33,100.40			£ 33,100.40	£ 28,491.80
Tax and NI and pensions	£ 59.20			£ 59.20	£ 20.85
Staff expenses/costs	£ 9,569.69			£ 9,569.69	£ 10,564.17
	£ 42,729.29		£ -	£ 42,729.29	£ 39,076.82
e) Church running expenses:					
Organ and piano inspection/maintenance	£ 2,169.91			£ 2,169.91	£ 1,455.50
Costs of services	£ 5,791.09		£ 9,105.28	£ 14,896.37	£ 16,209.83
Office costs	£ 3,765.73			£ 3,765.73	£ 2,441.87
Church building running expenses and insurance	£ 19,280.03			£ 19,280.03	£ 20,421.84
Church refurbishment, repairs & maintenance	£ 12,020.33	£ 18,314.40		£ 30,334.73	£ 77,187.40
Professional fees	£ 2,046.03			£ 2,046.03	£ 1,958.55
Assigned fees to LDF	£ 150.00			£ 150.00	£ -
Sundries (including refunds)	£ 555.00			£ 555.00	£ 1,976.09
	£ 45,778.12	£ 18,314.40	£ 9,105.28	£ 73,197.80	£ 121,651.08
f) Mission giving and donations:					
Miscellaneous	£ 106.00			£ 106.00	£ 446.38
	£ 106.00		£ -	£ 106.00	£ 446.38



Collect for St Cyprian, Feast Day 15th September

Holy God, who brought Cyprian to faith in Christ, made him a bishop in the Church, and crowned his witness with a martyr's death; grant that, after his example, we may love the Church and her teachings, find your forgiveness within her fellowship and so come to share the heavenly banquet you have prepared for us; through Jesus Christ your Son our Lord, who is alive and reigns with you, in the unity of the Holy Spirit, one God, now and forever.