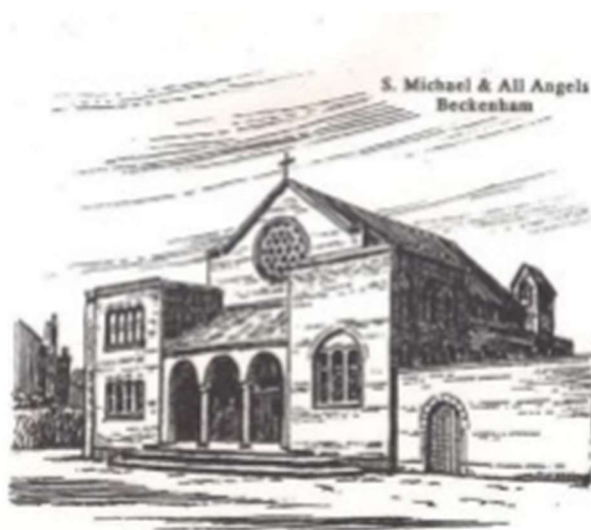


ST MICHAEL WITH ST AUGUSTINE BECKENHAM

within the United Benefice of St
James with St Michael and St
Augustine
Beckenham



Trustees' Report and Financial

Statements for the year

ended 31st December 2022

CONTENTS:

Administrative information	page 1
Report of the Trustees	pages 2 - 5
Statement of PCC Members' responsibilities	page 5
Independent Examiner's report	page 6
Receipts and payments account	page 7
Statement of Assets and Liabilities	page 8
Notes to the Financial Statements	pages 9 - 10

PARISH OF ST MICHAEL WITH ST AUGUSTINE, BECKENHAM

ADMINISTRATIVE INFORMATION

Registered Charity Number: 1179081

Address and Contact Details:

St Michael's Church
Ravenscroft Road
Beckenham
Kent BR3 4TN

Tel: 07838146467

Email: office.stmichaelbeckenham@gmail.com

Vicar:

Fr Leon Carberry
The Vicarage, 120 Birkbeck Road, Beckenham, Kent BR3 4SS

Bank:

HSBC Bank plc

Independent Examiner:

Mr Tim Birse
8 Keswick Road, Orpington, Kent BR6 0EU

REPORT OF THE TRUSTEE

Aims and Purposes

The Parochial Church Council (PCC) of St Michael with St Augustine Beckenham has the responsibility of co-operating with the Vicar – Fr Leon Carberry, in promoting within the ecclesiastical parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. The Parish is affiliated to The Society under the Patronage of St Wilfrid and St Hilda.

Structure, Governance and Management

The Parochial Church Council of the Ecclesiastical Parish of St Michael with St Augustine, Beckenham is a Registered Charity, number 1179081. All members of the PCC are Charity Trustees. The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules.

PCC members who served during 2022 and up to the adoption of this report:

Ex Officio members:

Vicar of the United Benefice: Fr Leon Carberry

Churchwarden: Matthieu Philippault

Lay Deanery Synod Representative: vacant

Elected members of the PCC: Carol Edwards, Roger Edwards, Hayley Philippault.

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

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). The Child Protection Policy was adopted by the PCC in accordance with the procedures as set by the Church of England and the Diocese of Rochester.

The PCC met in person 8 times throughout 2022.

Electoral Roll

In 2022 the Electoral Roll was amended as required by the Church of England. There are 21 names on the updated Electoral Roll, of these 3 are recorded as living outside the parish boundary.

United Benefice

The Parish of St Michael and St Augustine is part of the United Benefice of St James with St Michael and St Augustine, Beckenham. The patrons of the united benefice are the Bishop of Rochester and the Society for the Maintenance of the Faith. Mass is offered on Sundays and occasionally midweek in the Benefice.

Objectives and Activities

The PCC is committed to promoting public worship for all, and in particular to all residents of the ecclesiastical parish and to enabling all who wish to worship at St Michael's and become part of the life of the church to do so. To this end, all services are public, and we also seek to be open to all comers in relation to our community and social events.

When planning activities and responding to requests for use of the premises, the PCC takes account of the Charity Commission's guidance on public benefit in relation to charities for the advancement of religion, and we make provision for the availability of pastoral care to all residents of the parish, and any others who come in need of it, as well as our social, missionary, and outreach work. Responding to pastoral needs of both regular congregation and parishioners is regarded as an important part of the work of the PCC and priest.

Achievements and Performance

The sacraments of Matrimony, Baptism and Confirmation, and the Funeral Rites are available to all who are resident in the parish or on the church electoral roll, subject to the provision of the Canon Law of the Church of England. During 2022, Fr Leon Carberry conducted 6 baptisms, 1 marriage and 1 blessing in church, 2 funerals in church and 2 in the Crematorium by virtue of association with St Michael's. The average Sunday attendance during 2022 was 12 adults and 1 child.

Easter Triduum liturgies were celebrated across the two churches of the Benefice. At St Michael's the attendance figures across Easter day and Easter Eve were 55.

In June, we celebrated the Queen's platinum jubilee with a joint Mass and Cream Tea.

On 6th July, we held an evening of fellowship, Pilgrim recollections and the Rosary to mark the Centenary of the Holy House of Walsingham.

During August, we welcomed the Advocacy Team from Living Well Project, who had outgrown their facilities at Holy Trinity, Leonard Rd and needed a base with accessibility to continue to support their growing number of clients. The team now use our church space on Mondays, Thursdays and Fridays.

On Sunday 2nd October we celebrated our Patronal Festival with a joint Mass and shared lunch afterwards.

In December, local School Carol Concerts and services were held. Stewart Fleming School held 2 nativities and a carol concert, Churchfields School held 2 carol concerts. Retiring collections were taken amounting to £589 and this was donated to Demelza House Charity. The attendance at St Michael's across the Christmas services was 43.

In December, we joined the national 'Warm Spaces' initiative and opened our doors each Thursday morning for warm welcome, company and refreshments.

Throughout the year we have hosted and supported charity Jazz concerts which raised money for several projects, including Ukraine relief fund, Embrace the Middle East, Farm Africa, and Pakistan Relief Fund.

Financial Report

The Receipts and Payments account shows a surplus of receipts over payments in our unrestricted funds of £5,871. This is a very pleasing result as it is the first “normal” year without major refurbishments to the church or activities curtailed by Covid-19. The parish paid the suggested Indicative Offer to the Diocese of Rochester of £33,375 in full.

During the year we recovered funds that were held by the Diocese in the Diocesan Pastoral Account for the benefit of St Michael's. The parish now has direct access to and control over all its assets.

In 2022 we continued to have many groups hiring the church space for activities which generated a regular income, including studio/recording space, Mother & Toddler group (Golden Spirals), Pilates for older adults, Virtue Tae kwon-do classes for all ages, Mother & Baby Yoga, Adult Yoga, Baby Ballet, Orchestra rehearsals, and organ practice. In the spirit of our charitable status and remit, Community based organisations are given concessionary rates for hire of the church space.

Towards the end of the year we re-tendered provision of our utility supplies. The transactions involved rebates from our previous suppliers and bills for the last months of the year not being levied by the new providers. The cost of energy shown in the accounts is lower than that incurred because of these distortions. We claimed and were paid a grant of £1,100 by Rochester Diocese towards the expected high utility bills in 2023.

Our investments, which are linked to the stock market, continued to provide stable dividend income but saw a substantial capital loss of £133,000 during the year, moving in line with markets. These investments are held for the long term and are expected to fluctuate from year to year. The 2022 performance, while disappointing, is not a cause for immediate concern.

The financial situation of the Parish remains secure. Our expenses are largely covered by rent from the property at 121 Ravenscroft Road, dividends from the CCLA investment account, and regular, medium-term hiring of the church facilities. Unlike most parishes in the Church of England we are not heavily reliant on voluntary congregational giving.

Risk Management Policy

Risks to which the PCC is exposed have been reviewed and systems/procedures designed to manage those risks have been established.

Two signatures are required on every cheque. The PCC appoints at least four members as signatories. Cheque signatories are reviewed at least annually – more often as required. The PCC makes the majority of payments by bank transfer as opposed to by cheque. The HSBC bank transfer system requires each payment to have a secondary authoriser in addition to being input by the Parish Administrator. All the cheque signatories can act as secondary authorisers.

Wherever possible, two people count the collection and the money is banked at the earliest opportunity, usually by the Treasurer. Money is kept in the safe if it is required to stay on the church premises prior to banking.

There is a policy of expenditure authorisation and control, and the current financial situation is reported to the PCC from time to time.

The annual accounts are scrutinised by an independent examiner or auditor as required.

Reserves Policy:

It is the policy of the PCC to ensure that the church retains sufficient reserves to meet future capital requirements to maintain the fabric of the church building and to adequately fund the activities and work of the church. Within this framework it is the policy to maintain unrestricted funds which equate to approximately six months' ordinary unrestricted expenditure.

Approved by the Parochial Church Council on 19th February 2023

L C Carberry

Chairman

STATEMENT OF PCC MEMBERS' RESPONSIBILITIES

Charity law requires the PCC members, as trustees, to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the PCC members are required to:

- ☐ select suitable accounting policies and then apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent;
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

HONORARY INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF St MICHAEL WITH ST AUGUSTINE BECKENHAM

I report on the financial statements of the Parochial Church Council (the PCC) for the year ended 31 December 2022, which are set out on pages 7 to 10.

Respective responsibilities of the PCC and the Examiner

As members of the PCC and Charity Trustees you are responsible for the preparation of the financial statements. You consider that the audit requirement of section 144 (2) of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the Act);
- follow the procedures laid down in the general Directions given by the Charity Commissioners under section 145 (5) (b) of the Act; and
- state whether particular matters have come to my attention.

Basis of this Report

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 PCC, and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you, as trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a true and fair view, and this report is limited to the matters set out in the statement below.

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
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not 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.

T J Birse MA FIA
8 Keswick Road
Orpington
Kent
BR6 0EU

20th February 2023.

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

NOTE	UNRESTRICTED	RESTRICTED	TOTAL 2022	TOTAL 2021
	£	£	£	£
<u>RECEIPTS</u>				
Voluntary receipts				
4a Voluntary income	6,348	0	6,348	7,903
4b Activities for generating funds	19,455	1,609	21,064	15,797
4c Investment Income	44,051	0	44,051	43,037
4d Other incoming resources	0	27,540	27,540	7,942
	69,854	29,149	99,003	74,679
Proceeds of investment sales	0	0	0	0
Total receipts	69,854	29,149	99,003	74,679
<u>PAYMENTS</u>				
Church activities				
5a Costs of generating funds	0	0	0	0
5b Other church activities	63,382	1,609	64,991	61,387
5c Investment property expenses	601	0	601	933
Total payments	63,983	1,609	65,592	62,320
<u>EXCESS OF RECEIPTS OVER PAYMENTS</u>	5,871	27,540	33,411	12,359
Transfers between Funds	27,540	-27,540	0	0
<u>NET MOVEMENT IN CASH BALANCES</u>	33,411	0	33,411	12,359
Balances at 1 January	18,229	398	18,627	6,268
<u>CASH BALANCES AT 31 DECEMBER</u>	51,640	398	52,038	18,627

The notes on pages 9 and 10 form an integral part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM

STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2022

NOTE	UNRESTRICTED	RESTRICTED	TOTAL 2022	TOTAL 2021
	£	£	£	£
CASH FUNDS				
Bank current account	20,191	398	20,589	14,734
Bank deposit account	28,073	0	28,073	533
Deposits at Rochester DBF	3,376	0	3,376	3,360
Total	51,640	398	52,038	18,627
1 INVESTED ASSETS				
121 Ravenscroft Road, Beckenham	678,663	0	678,663	678,663
CBF Investment Fund - Income shares	918,910	76,463	995,373	1,128,178
	1,597,573	76,463	1,674,036	1,806,841
LIABILITIES	0	0	0	0
NET ASSETS	1,649,213	76,861	1,726,074	1,825,468
REPRESENTED BY:				
General Fund	967,174	0	967,174	1,056,382
Capital - Real property	678,663	0	678,663	678,663
Church repair fund	3,376	0	3,376	3,360
Church Hall maintenance	0	76,463	76,463	86,665
Choir fund	0	398	398	398
TOTAL	1,649,213	76,861	1,726,074	1,825,468

The notes on pages 9 and 10 form an integral part of these accounts.

Approved by the Parochial Church Council on 19 February 2023 and signed on its behalf by

_____ Chairman

_____ Member

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the receipts and payments basis, which the PCC believes is appropriate for these financial statements.

During the year funds held by the Rochester Diocesan Society and Board of Finance (DBF) were remitted to the PCC. As the PCC was the beneficial owner of the funds held by the DBF, they are shown as restricted income in the Receipts and Payments account. However as there is no restriction on the use of the funds, the amount £27,540 is transferred to unrestricted funds. The PCC believes this approach is necessary to give a clear view of the activities of the parish.

The PCC owns 121 Ravenscroft Road, Beckenham, a property adjacent to the church. This property is included in the financial statements at the cost of purchase in 2018. The PCC believes this is a fair reflection of the current open market sale value of the property, subject to the existing tenancy.

Consecrated and beneficed property is excluded from the accounts by section 96 (2) (a) of the Charities Act 1993. No value is placed on movable church furnishings which require a faculty for disposal since the PCC considers this to be inalienable property.

Other investment assets comprise holdings in the CBF Church of England Investment Fund – Income Shares. These are included in the financial statements at mid-market value at the balance sheet date.

2. RESTRICTED FUNDS

Church Hall – CBF Investment Fund Income Shares

The capital in this fund was originally donated to allow the maintenance of the church hall. Up to 50% of the funds can be drawn down to make repairs but must subsequently be repaid to the fund. The income is paid to the PCC's general fund and may be used without restriction. As the Church Hall has been sold, discussions will be opened with the Diocese of Rochester regarding the future of this fund.

Choir Fund

A donation of £500 was received for use by the choir. To date £102 has been used and the remaining balance is held for use of the choir in the future. The cash is held in the bank current account.

3. AUDIT

Under the provisions of the Charities Act an audit of the accounts is not required. An Independent Examination of the accounts has been carried out, and it is expected that the Independent Examiner will request a charitable donation to be made in lieu of a fee.

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

	UNRESTRICTED	RESTRICTED	TOTAL 2022	TOTAL 2021
	£	£	£	£
4 RECEIPTS				
4a Voluntary Income				
Tax efficient planned giving	2,775	0	2,775	2,655
Income Tax recovered	1,324	0	1,324	4,042
Other planned giving	324	0	324	217
Collections	680	0	680	544
Donations and appeals	145	0	145	445
Grants	1,100	0	1,100	0
Total	6,348	0	6,348	7,903
4b Activities for generating funds				
Church Lettings	19,020	0	19,020	14,445
Fund Raising Events	72	1,609	1,681	263
Fees	363	0	363	1,089
Total	19,455	1,609	21,064	15,797
4c Investment income				
Dividends and interest	29,651	0	29,651	28,637
Rental income	14,400	0	14,400	14,400
Total	44,051	0	44,051	43,037
4d Other incoming resources				
Transfer from Rochester diocese	0	27,540	27,540	7,942
Total	0	27,540	27,540	7,942
TOTAL RECEIPTS	69,854	29,149	99,003	74,679
5 PAYMENTS				
5a Fund raising trading costs	0	0	0	0
5b Church Activities				
Charitable giving	701	1,609	2,310	840
Diocesan contribution	33,375	0	33,375	31,768
Clergy including vicarage	1,291	0	1,291	1,454
Clergy property expenses	3,726	0	3,726	3,354
Church utilities	4,287	0	4,287	4,471
Church maintenance	3,992	0	3,992	6,889
Church insurance	2,558	0	2,558	2,461
Upkeep of services	1,205	0	1,205	1,335
Organist and choir	766	0	766	1,218
Church cleaner - salary	919	0	919	0
Parish administrator - salary	5,329	0	5,329	4,962
Office administration	1,313	0	1,313	1,163
Printing and stationery	1,782	0	1,782	1,242
Professional fees	1,883	0	1,883	0
Sundry expenditure	255	0	255	230
Total	63,382	1,609	64,991	61,387
5c Investment Property expenses	601	0	601	933
TOTAL PAYMENTS	63,983	1,609	65,592	62,320