

ST MICHAEL WITH ST AUGUSTINE
BECKENHAM

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



Welcome to the Parish Church of

St Michael with St Augustine

BECKENHAM

Trustees' Report and Financial Statements

for the year ended 31st December 2024

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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 Russell Stagg (from 3rd September 2024)

Bank:

HSBC Bank plc

Independent Examiner:

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

REPORT OF THE TRUSTEES

Aims and Purposes

The Parochial Church Council (PCC) of St Michael with St Augustine Beckenham has the responsibility to promote 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 2024 and up to the adoption of this report:

Ex Officio members:

Fr Russell Stagg – priest from 3rd September 2024

Churchwarden: Matthieu Phillipault

Lay Deanery Synod Representative: vacant

Elected members of the PCC:

Carol Edwards, Roger Edwards, Hayley Philippault, Eileen Ironside

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 6 times throughout 2024.

Electoral Roll

In 2024 the Electoral Roll was amended as required by the Church of England. There were 23 names on the updated Electoral Roll.

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 has been offered as a joint benefice service alternating between St Michael and St James Churches until September when Fr Russell took up post. From September, Mass was offered at St Michael's on Sunday at 11am, , Wednesday at 10am and Friday at 7pm

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 2024, 1 funeral service was held in church, 5 banns of marriage were called, and 3 baptisms were conducted. The average Sunday attendance on the Sundays when there was a service at St Michael's in 2023 was 21 adults.

In February 2024 interviews for the new benefice priest were held and Fr Russell Stagg was subsequently appointed.

In March work started on the vicarage in preparation for Fr Russell to move in after the summer. This began with the Diocese replacing the wiring throughout.

In April, we celebrated Holy Week and Easter, sharing services with St James's. On Palm Sunday we welcomed Bishop Norman to lead Mass, his last Sunday before retirement.

At the beginning of September we were very pleased to welcome Fr Russell at his institution, held at St Michael's. Members from both churches worked together to plan, prepare and celebrate the institution, and the evening was enjoyed by all present.

At the end of September we celebrated St Michael's Patronal with a special Mass and enjoyed a time of fellowship with a shared lunch together after the service.

During October, we had a class visit from Stewart Fleming school.

In December, we again welcomed classes, staff and parents/carers from Stewart Fleming School for their nativity plays and concerts; and Churchfields School for their Christmas concerts. The money raised at all the events was in excess of £1100 and was donated to Living Well Foodbank.

We were extremely pleased to have our full Christmas services reinstated this year and the community at St Michael's enjoyed a Christingle service, Cafe Carols, Crib Service, Midnight Mass, and Christmas morning service.

In 2024 we continued to have groups hiring the church space for activities and providing a regular income for us, including studio/recording space, Pilates for older adults, Virtue Taekwon-do classes for all ages, Baby Ballet, South East London Orchestra rehearsals & concerts, 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.

Financial Report

The financial situation of the Parish remains secure. The parish's main sources of income are dividends from the investments managed by CCLA Investment Managers Limited, rental income from the property at 121 Ravenscroft Road, and the proceeds from letting various spaces within the church premises. Abnormal expenditure of £6,000 was spent on maintaining and refurbishing the vicarage ready for our new vicar – St James contributed a similar amount towards this work. We also had one-off costs of £2,000 at 121 Ravenscroft Road. This was a rent refund and hotel accommodation when the boiler and heating broke down over the Christmas and New Year period. We paid the indicative offer to Rochester Diocese in full, recognising that our accumulated assets makes St Michael's one of the most well-off parishes in the diocese. Overall, our cash balances declined by £4,000, but without the one-off expenditure they would have increased by the same amount. This indicates that we are able to live within our income, without drawing on accumulated assets.

The value of our investments, which are largely linked to the stock markets, can and does go down as well as up. However, 2024 was a good year for investment markets, particularly in the final quarter, and our investments increased in value by £25,000 during the year.

Risk Management Policy

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

The PCC now makes all payments by bank transfer as opposed to by cheque in previous years. 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 Church Administrator. 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 at their meetings.

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 23rd March 2025 and signed on its behalf by:

Chair

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 2024, which are set out on pages 6 to 9.

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

23rd March 2025.

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE	UNRESTRICTED	RESTRICTED	TOTAL 2024	TOTAL 2023
	£	£	£	£
<u>RECEIPTS</u>				
Voluntary receipts				
5a Voluntary income	6,411	0	6,411	4,498
5b Activities for generating funds	19,628	1,522	21,150	21,262
5c Investment Income	56,094	0	56,094	50,228
5d Other incoming resources	0	0	0	12
	82,133	1,522	83,655	76,000
Proceeds of investment sales	0	0	0	0
Total receipts	82,133	1,522	83,655	76,000
<u>PAYMENTS</u>				
Church activities				
6a Costs of generating funds	0	0	0	0
6b Other church activities	83,159	1,522	84,681	72,812
6c Investment property expenses	3,069	0	3,069	794
Total payments	86,228	1,522	87,750	73,606
<u>EXCESS OF RECEIPTS OVER PAYMENTS</u>	-4,095	0	-4,095	2,394
Transfers between Funds	0	0	0	0
<u>NET MOVEMENT IN CASH BALANCES</u>	-4,095	0	-4,095	2,394
Balances at 1 January	54,034	398	54,432	52,038
<u>CASH BALANCES AT 31 DECEMBER</u>	49,939	398	50,337	54,432

The notes on pages 8 and 9 form an integral part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM

STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2024

NOTE	UNRESTRICTED	RESTRICTED	TOTAL 2024	TOTAL 2023
	£	£	£	£
CASH FUNDS				
Bank current account	18,273	398	18,671	20,589
Bank deposit account	28,073	0	28,073	28,073
Deposits at Rochester DBF	3,593	0	3,593	3,376
Total	49,939	398	50,337	52,038
1 INVESTED ASSETS				
121 Ravenscroft Road, Beckenham	678,663	0	678,663	678,663
CBF Investment Fund - Income shares	1,028,375	85,572	1,113,947	995,373
	1,707,038	85,572	1,792,610	1,674,036
LIABILITIES	0	0	0	0
NET ASSETS	1,756,977	85,970	1,842,947	1,726,074
REPRESENTED BY:				
General Fund	1,074,721	0	1,074,721	967,174
Capital - Real property	678,663	0	678,663	678,663
Church repair fund	3,593	0	3,593	3,376
2 Church Hall maintenance	0	85,572	85,572	76,463
2 Choir fund	0	398	398	398
TOTAL	1,756,977	85,970	1,842,947	1,726,074

The notes on pages 8 and 9 form an integral part of these financial statements.

Approved by the Parochial Church Council on 23 March 2025 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 2024

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.

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 Income Account 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. SEQUESTRATION ACCOUNT

During a vacancy in a benefice the PCC may retain the share of statutory fees that would otherwise be due to the Diocesan Board of Finance and use them towards the expenses of visiting clergy to take services and the upkeep of the parsonage house. Calculations have been carried out for the united benefice that show there is no excess of fees due to be returned to the DBF. Consequently no separate sequestration has been produced.

4. 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 2024

	UNRESTRICTED	RESTRICTED	TOTAL 2024	TOTAL 2023
	£	£	£	£
4 RECEIPTS				
5a Voluntary Income				
Tax efficient planned giving	2,320	0	2,320	2,705
Income Tax recovered	1,709	0	1,709	501
Other planned giving	184	0	184	132
Collections	1,038	0	1,038	800
Donations and appeals	1,160	0	1,160	360
Grants	0	0	0	0
Total	6,411	0	6,411	4,498
5b Activities for generating funds				
Church Lettings	18,975	0	18,975	19,870
Fund Raising Events	0	1,522	1,522	767
Fees	653	0	653	625
Total	19,628	1,522	21,150	21,262
5c Investment income				
Dividends and interest	30,894	0	30,894	30,428
Rental income	25,200	0	25,200	19,800
Total	56,094	0	56,094	50,228
5d Other incoming resources				
Sundry income	0	0	0	12
Total	0	0	0	12
TOTAL RECEIPTS	82,133	1,522	83,655	76,000
6 PAYMENTS				
6a Fund raising trading costs	0	0	0	0
6b Church Activities				
Charitable giving	840	1,522	2,362	1,200
Diocesan contribution	36,220	0	36,220	35,332
Clergy including vicarage	8,405	0	8,405	2,576
Other clergy	316	0	316	506
Church utilities	9,469	0	9,469	7,608
Church maintenance	5,294	0	5,294	4,521
Church insurance	2,808	0	2,808	2,791
Upkeep of services	3,427	0	3,427	1078
Organist and choir	816	0	816	927
Church cleaner - salary	6,950	0	6,950	7,842
Parish administrator - salary	5,635	0	5,635	5,588
Office administration	1,095	0	1,095	982
Printing and stationery	1,124	0	1,124	1,653
Professional fees/bank charges	80	0	80	78
Sundry expenditure	680	0	680	130
Total	83,159	1,522	84,681	72,812
6c Investment Property expenses	3,069	0	3,069	794
TOTAL PAYMENTS	86,228	1,522	87,750	73,606