

1179723

THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF SANDERSTEAD ST MARYS

Financial Statements

Year Ended 31 December 2022

ST. MARY'S SANDERSTEAD

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ST. MARY'S SANDERSTEAD

Reference and administrative details

For the year ended 31 December 2022

Charity Registration no: 1179723

Registration Date: 29 August 2018

Governing Document: Parochial Church Council Powers (1956) as amended and Church Representation Rules that came into force on 2 January 1957.

PCC members who have served from 1st January 2022 until the date this report was approved are:

Clergy: Fr. Grant Cohen

Laity: Church Wardens
Mr. Richard Broadberry (resigned June 2022)
Mr. Colin Burtwell (resigned June 2022)
Miss Fiona Macan (appointed June 2022)
Miss Aleen Solly (appointed June 2022)

Reader Mr. Robert Radley

Deanery Synod Mrs. Julia Storey

Elected members
Ms. Alison Brewster (resigned June 2022)
Mrs. Daniella Broadberry (resigned June 2022)
Mrs. Dawn Brown
Miss Kim Brown
Mr. Clive Christensen (Treasurer)
Mrs. Judith Forshaw
Mrs. Caroline Hankinson (resigned May 2022)
Mr. Bill Jackson
Mrs. E. Martin
Mrs. Ann Rowland
Mrs. Sue Wragg
Mrs. Julia Storey
Mrs. Rachael Woods (Secretary)

ST. MARY'S SANDERSTEAD

Reference and administrative details

For the year ended 31 December 2022 (cont'd)

Bankers:

HSBC
139a North End
Croydon
Surrey
CR0 1TN

The CBF Church of England Funds
Senator House
85 Queen Victoria Street
London
EC4V 4ET

Independent Examiner:

Peter Saltiel
Church and Charity Accounts Service Ltd
7 Planchadeau
23460 Saint-Pierre-Bellevue
France

All Correspondence to:

St. Mary's Church
Purley Oaks Road
South Croydon
Surrey
CR2 0NR

Telephone: 020 8657 9232

ST. MARY'S SANDERSTEAD

TRUSTEES' REPORT

Structure, governance and management.

Constitution

The Parochial Church Council (PCC) is a body established under the Church Representation Rules of the Church of England and under the Parochial Church Council (Powers) Measure 1956.

Appointment of Trustees

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Organisational Structure and Decision Making

The rules for the proceedings of the PCC are set out in the Church Representation Rules.

Because its role is essentially strategic and co-ordinating, rather than day-to-day management, the only permanently constituted committee of the PCC is the Standing Committee, which meets as necessary to conduct urgent business between full meetings. Temporary groups are appointed from time to time to carry out specific pieces of work.

Risk management

The PCC categorises risk as follows:

Financial risk is the most common category of risk and it is possible to measure many non-financial risks in terms of financial impact. Financial risks can be managed through budgets and internal financial procedures as well as through strategic, business and development plans and management accounts.

Reputational risk can have an impact on parishes if, for example, unwelcome publicity hinders the mission of the Church.

Statutory and legal requirements such as health and safety, employment law, Charities Act, child protection and associated difficulties, which could lead to high compensation payments arising from equal opportunities or health and safety claims, also pose a risk.

Operational risk relates to threats to the Church's ability to deliver its objectives owing, for example, to damage to a church building.

Management of risk is the responsibility of the PCC which undertakes risk assessment on a low, medium or high likelihood of an event occurring and the high, medium or low impact. Contingency plans, controls or preventative measures are put in place by the PCC.

Objectives and activities

The PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St. Mary's Church and Hall.

The PCC has responsibility for a wide range of matters affecting St. Mary's, including such matters as compliance with health and safety, disability discrimination legislation and child protection. Appropriate training procedures have been adopted, including training courses arranged by the diocese or deanery and the dissemination of reading matter.

ST. MARY'S SANDERSTEAD

Bribery Act 2010

This Act came into effect 1st July 2011.

The Ministry of Justice "Quick Start Guide" is clear that because St. Mary's affairs are entirely UK based with very little risk of bribery being committed on behalf of St. Mary's, then we may feel no need for any procedures to prevent bribery.

We believe that our present procedures of requiring three quotes for major works, with the decision on which quote to accept taken by the Standing Committee and/or the PCC, and of using Southwark recommended firms for major projects, mean that we have sufficient procedures in place.

Trustees' Report

The full PCC met 7 times in 2022 for formal business (including an extraordinary PCC in January to discuss the church hall re-building), with an average attendance level of 82%.

The Standing Committee met 5 times in 2022.

COMMUNITY, OUTREACH & FACILITIES

With restrictions on the wearing of masks and social spacing being removed the Christingle service was held on Christmas Eve and was a great success with over 250 attendees. Over £480 was raised for the Childrens' Society.

The Family Room was used as a crèche for babies and toddlers during services, for post service refreshments, and as a meeting room for various church committees.

Chrome (a youth club) continues for children aged between 11 and 18 years of age. Any child may attend whether an active, inactive, or no Christian belief as part of the churches outreach.

During the year we distributed food collections from the congregation to the users of the Purley Food Hub, paid £585 to the Bishop's Lent Appeal, £545 to the Ukrainian appeal, and paid out £5,000 to charities of various types.

The Christmas Fair was a great success with more than 600 people attending; we also bought a further three contactless payment systems, bringing our total to eight.

Financial Review

Income for the financial, year was £146,132 (2021 £136,377) and expenditure £162,933 (2021 £136,755) with a net deficit of £16,801 compared with 2021 net deficit of £378.

Total receipts on ordinary unrestricted/designated funds of the church were £135,439 (2021 £128,471) and are detailed in the financial statements. Expenditure of £152,406 (2021 £130,860) was spent to provide the Christian ministry in the parish, including the Parish Support Fund giving of which largely provides the stipends and housing for the clergy.

Reserves Policy

It is the PCC policy to maintain a balance on general/designated unrestricted funds which equates to approximately six months unrestricted payments, to cover emergency situations

that may arise from time to time. The balance of £9,486 at the year-end did not reach this level, accounting for 3 weeks.

The balance of £24,597 of restricted funds is available for expenditure only for the purposes shown in note 9 of the notes to the financial statements.

Statement of Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the church at the year end and its incoming resources and resources expended during the year. In preparing those financial statements, the trustees are required to: -

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in business.

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

Financial Statements

The financial statements prepared for filing purposes have been reconciled with the memorandum accounts prepared separately by the treasurer for the PCC. The memorandum accounts are used by the PCC for internal management information only.

Approved by the PCC on the 14th March 2023 and signed on their behalf by:



Fr. Grant Cohen, Priest-in charge St. Mary's Sanderstead and St. James' Riddlesdown.



Clive Christensen, Honorary Treasurer

Independent Examiner's Report to the Trustees / Members of St. Mary's Church
Sanderstead
Registered Charity No. 1179723
for the year ended 31st December 2022

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2022 set out on pages 7 to 16.

Responsibilities and basis of report

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Peter Saltiel
Church & Charity Accounts Service Ltd
7 Planchadeau
23460 Saint-Pierre-Bellevue
France

Dated 16th March 2023



ST. MARY'S SANDERSTEAD

Statement of financial activities
for the year ended 31st December 2022

	<u>Notes</u>	<u>Unrestricted Fund</u> £	<u>Restricted Fund</u> £	<u>Total 2022</u> £	<u>Total 2021</u> £
Income & endowments					
Donations & legacies	3.1	65,153	10,625	75,778	75,605
Charitable activities	3.2	64,638	55	64,693	55,519
Other trading activities	3.3	5,127	-	5,127	5,245
Investments	3.4	521	13	534	8
Total income & endowments		135,439	10,693	146,132	136,377
Expenditure					
Raising funds	4.1	3,724	-	3,724	2,388
Charitable activities	4.2	148,682	10,527	159,209	134,367
Total expenditure		152,406	10,527	162,933	136,755
Net income/(expenditure) for the year		(16,967)	166	(16,801)	(378)
Fund transfers		200	(200)	-	-
Net income/(expenditure) for the year		(16,767)	(34)	(16,801)	(378)
Total funds brought forward	9	26,253	24,631	50,884	51,262
Total funds carried forward	9	9,486	24,597	34,083	50,884

All activities are regarded as continuing.

The above statement includes all recognised gains and losses during the year.

The Notes to the Accounts form part of these Financial Statements

ST. MARY'S SANDERSTEAD

Balance Sheet as at 31st December 2022

	Notes	2022 £	£	2021 £	£
ASSETS					
Fixed Assets	5 P13		1		1
Current Assets					
Cash at Bank		41,718		59,400	
Debtors	6	1,881	43,599	2,023	61,423
LIABILITIES					
Current Liabilities					
Creditors	7		8,017		9,040
NET CURRENT ASSETS			35,582		52,383
Non-Current Liabilities					
Creditors			1,500		1,500
NET ASSETS			34,083		50,884
REPRESENTED BY:					
	9				
Restricted Fund:					
Chalice		200		200	
Hall Refurbishment		(25)		(25)	
Youth Work		2,170		2,170	
Agency collection		(290)		(95)	
Mission		2,699		2,699	
Nave Altar Fund		665		665	
Altar Curtains		-		200	
Oclea bequest		841		828	
Organ		52		652	
Rewiring		945		945	
Heating		1		952	
Seven Whole days		3,356		3,356	
Stupples bequest - vicar's discretionary		13,316		11,391	
Zpension		(26)			
Oxlade bequest		693		693	
			24,597		24,631
Designated Fund:					
Charity Payments		-		850	
Christmas Tree		1,998		5,950	
Youth		-		984	
			1,998		7,784
Unrestricted Fund:					
General			7,488		18,469
			34,083		50,884

Signed on behalf of all the trustees

on the 7th March 2023



ST. MARY'S SANDERSTEAD

Notes to the Accounts

For the Year Ended 31st December 2022

1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts, accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

1.1 Judgements and Estimations

The Trustees have not made any significant judgements in the process of applying accounting policies and there are no areas of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities.

1.3 Going concern

- a) At the time of approving the accounts, the Trustees have a reasonable expectation that the charity has sufficient reserves and that the charity is a going concern.

1.4 Change of accounting policy

- a) The accounts present a true and fair view and no changes in the basis of accounting have been made during the year.

1.5 Changes to previous accounts

- a) There have been no changes to the previous accounts during the financial year.

1.6 Changes to accounting estimates

- a) There have been no changes to accounting estimates.

ST. MARY'S SANDERSTEAD

Notes to the Accounts

For the Year Ended 31st December 2022 (cont'd)

2 Accounting policies

2.1 Fund accounting

- a) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds. These are recognised at the time of receipt.
- b) Designated funds - are set aside as part of the unrestricted funds to be used for a particular future project or commitment.
- c) Restricted funds - are to be used for the specific purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund.

2.2 Income

- a) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received.
- b) Where income has related expenditure, the income and related expenditure are reported gross in the SoFA.
- c) Income tax recoverable as Gift Aid is accounted for on a claimed basis.
- d) Investment income is included in the accounts when receivable.

2.3 Expenditure

- a) Charitable expenditure comprises costs incurred by the charity providing activities and services for its beneficiaries.
- b) Costs of generated funds are those costs incurred in attracting voluntary income, or incurred in trading activities undertaken to raise funds.
- c) Support and administration costs of the charity relate to the costs of running the charity and includes any costs which cannot be specifically identified to another expenditure.
- d) Expenditure is recognised on an accrual basis and creditor amounts are measured at settlement amounts less any trade discounts.
- e) Provisions for liabilities are measured on recognition of its historical costs and then measured at the best estimate of the amount required to settle the obligation at the reporting date.
- f) The charity is not registered for VAT, so all costs are inclusive of VAT charged.

ST. MARY'S SANDERSTEAD

Notes to the Accounts

For the Year Ended 31st December 2022 (cont'd)

3 Analysis of income

	Unrestricted Fund £	Restricted Fund £	Total 2022 £	Total 2021 £
3.1 Donations & legacies				
Gift Aid giving	50,820	-	50,820	52,803
Plate collections	153	-	153	-
Donations	1,910	9,000	10,910	9,497
Flowers	-	-	-	60
Gift Aid tax reclaim	12,270	1,625	13,895	13,245
	<u>65,153</u>	<u>10,625</u>	<u>75,778</u>	<u>75,605</u>
3.2 Charitable activities				
Wedding & funeral fees	2,079	-	2,079	2,452
Church hall letting	5,894	-	5,894	2,730
Montessori School	54,025	-	54,025	50,000
Cavat Theatre Arts	2,200	-	2,200	250
Jubilee hall lettings	438	-	438	-
Sundries	2	55	57	87
	<u>64,638</u>	<u>55</u>	<u>64,693</u>	<u>55,519</u>
3.3 Other trading activities				
Fairs & events	5,127	-	5,127	5,245
	<u>5,127</u>	<u>-</u>	<u>5,127</u>	<u>5,245</u>
3.4 Investments				
Interest	521	13	534	8
	<u>521</u>	<u>13</u>	<u>534</u>	<u>8</u>
Total Income	<u>135,439</u>	<u>10,693</u>	<u>146,132</u>	<u>136,377</u>

new dishwasher
bought a table

James Lacey 3465
Close online 261
Fireworks 579
Sunderland 227
which is 4133

Now £65k
started Oct 2022
from 4166.67
to 5216.67

ST. MARY'S SANDERSTEAD

Notes to the Accounts

For the Year Ended 31st December 2022 (cont'd)

4 Analysis of expenditure

	Unrestricted Fund £	Restricted Fund £	Total 2022 £	Total 2021 £
<u>4.1 Raising funds</u>				
Cost of fetes & other events	3,724	-	3,724	2,388
	<u>3,724</u>	<u>-</u>	<u>3,724</u>	<u>2,388</u>
<u>4.2 Charitable objectives</u>				
Donations				
Missionary Societies	5,025	-	5,025	5,000
Home mission	-	-	-	18
Total donations	<u>5,025</u>	<u>-</u>	<u>5,025</u>	<u>5,018</u>
Parish support fund	66,564	-	66,564	65,252
St Mary's office administrator	6,335	26	6,361	6,817
Photocopier finance	2,169	-	2,169	2,039
Clergy expenses	968	-	968	935
Clergy expenditure	1,304	-	1,304	1,876
Parish expenditure - other churches	1,590	-	1,590	-
Foods purchased	2,565	1,761	4,326	3,342
Books	305	-	305	1,032
Postage & stationery	857	-	857	525
Vicar's telephone	645	-	645	514
Church insurance	3,760	-	3,760	3,636
Church office telephone	389	-	389	411
Church photocopier costs	1,340	-	1,340	730
Organ & piano tuning	5,334	-	5,334	482
Church maintenance	1,143	5,551	6,694	4,753
Organist & choir expenses	6,536	-	6,536	6,147
Altar requisites	1,303	235	1,538	1,373
Flowers	271	-	271	538
Junior church	-	-	-	60
Church running - electric	2,500	-	2,500	1,428
Church running - gas	3,122	-	3,122	1,946
Church running - other	318	-	318	3,584
Wedding & funeral fees	1,047	-	1,047	-
Subscriptions & annual fees	1,274	-	1,274	1,316
Sundry	1,738	2,954	4,692	2,703
Jubilee Room running costs	549	-	549	-
Total c/wd	118,951	10,527	129,478	116,457

Recher AS gift 120
SCLF 25
Key 15
Pete's room 100 (buck)
Coffee jug 20.95
Bulbs & battery 230 12

Total fund 57,498
31.50
62.62
173
Linda's room 106
23
stands 108.50
237.55

1600 Lolo
12.9 chain saw
29.6 Jiffy (Bl. J)
519 Food/Clothing

Tree 1330
Roads 2045
Sundries 665
Sdg 2170
Beech 500

Big tree 2028

ST. MARY'S SANDERSTEAD

Notes to the Accounts
For the Year Ended 31st December 2022 (cont'd)

4 Analysis of expenditure (cont'd)

	Unrestricted Fund £	Restricted Fund £	Total 2022 £	Total 2021 £
<i>Total b'fwd</i>	118,951	10,527	129,478	116,457
Hall 2 - general	-	-	-	454
Hall 2 - insurance	1,623	-	1,623	775
Hall 2 -energy	1,157	-	1,157	251
Hall running - general	9,398	-	9,398	5,256
Hall running - electricity	3,248	-	3,248	1,374
Hall running - gas	8,037	-	8,037	3,346
Hall running - insurance	3,788	-	3,788	3,340
Hall running - maintenance	1,440	-	1,440	84
Hall running - water	340	-	340	313
Church major repairs - structure	-	-	-	2,022
Independent examination	700	-	700	695
	<u>148,682</u>	<u>10,527</u>	<u>159,209</u>	<u>134,367</u>
Total Expenditure	<u>152,406</u>	<u>10,527</u>	<u>162,933</u>	<u>136,755</u>

5 Fixed Assets

Tangible Assets

The area of land making up the hall and surrounding land around it has been found to be the PCC's rather than Southwark. Accordingly, we have explored the possibility of having a new hall constructed, with the elimination of the scout's hut and existing hall.

The new hall construction and cash benefit (if any) is currently unknown and we have arranged to have the site, cost of building, and cash benefits for the church re-examined in order to comply with the Charity Commission requirements that we obtain a good value for the site.

The site to be sold, to allow the developer to build 3 or 4 houses on it, is close to the Wetton Tree Gardens and the Oclee Room.

In the meantime, the land continues to be listed as having a value of £1.

6 Debtors

	2022 £	2021 £
Tax recoverable	1,157	1,507
Areas of rent and utilities	724	516
	<u>1,881</u>	<u>2,023</u>

ST. MARY'S SANDERSTEAD

Notes to the Accounts
For the Year Ended 31st December 2022 (cont'd)

7 Creditors

	2022	2021
	£	£
Charitable giving agreed but not paid	5,000	6,500
Agency collections	171	94
Creditors for goods and services	2,846	2,446
	<u>8,017</u>	<u>9,040</u>

8 Staff costs

	2022	2021
	£	£
Wages and salaries	5,615	9,004
Pension	52	-
	<u>5,667</u>	<u>9,004</u>

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

	2022	2021
PCC managed employees	<u>2</u>	<u>2</u>
	<u>2</u>	<u>2</u>

No employee received a remuneration of over £60,000 in either year.

9 Movement of Funds

	Unrestricted Fund £	Restricted Fund £	Total 2022 £	Total 2021 £
Total funds brought forward	26,253	24,631	50,884	51,262
Net movement in resources	(16,767)	(34)	(16,801)	(378)
Total funds carried forward	<u>9,486</u>	<u>24,597</u>	<u>34,083</u>	<u>50,884</u>

ST. MARY'S SANDERSTEAD

Notes to the Accounts
For the Year Ended 31st December 2022 (cont'd)

9 Movement of Funds

	1st Jan £	Income £	Expenditure £	Transfers £	31st Dec £
Restricted Funds					
Chalice	200	-	-	-	200
Hall Refurbishment	(25)	-	-	-	(25)
Youth Work	2,170	-	-	-	2,170
Agency collection	(95)	55	(250)	-	(290)
Mission	2,699	-	-	-	2,699
Nave Altar Fund	665	-	-	-	665
Altar Curtains	200	-	-	(200)	-
Oclee bequest	828	13	-	-	841
Organ	652	4,000	(4,600)	-	52
Rewiring	945	-	-	-	945
Heating	952	-	(951)	-	1
Seven Whole days	3,356	-	-	-	3,356
Stupples bequest - vicar's di	11,391	6,625	(4,700)	-	13,316
Oxlade bequest	693	-	-	-	693
Zpension	-	-	(26)	-	(26)
Designated Funds					
Charity Payments	850	-	-	(850)	-
Christmas Tree	5,950	3,990	(2,360)	(5,582)	1,998
Youth	984	-	(430)	(554)	-
Unrestricted Fund					
General	18,469	131,449	(149,616)	7,186	7,488
Total Funds	50,884	146,132	(162,933)	-	34,083

	1st Jan £	Income £	Expenditure £	Transfers £	31st Dec £
Restricted Funds	24,631	10,693	(10,527)	(200)	24,597
Designated Funds	7,784	3,990	(2,790)	(6,986)	1,998
Unrestricted Fund	18,469	131,449	(149,616)	7,186	7,488
Total Funds	50,884	146,132	(162,933)	-	34,083

ST. MARY'S SANDERSTEAD

Notes to the Accounts

For the Year Ended 31st December 2022 (cont'd)

10 Analysis of net assets between funds

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Tangible fixed assets	1		1	1
Current assets	19,002	24,597	43,599	61,423
Current liabilities	(8,017)	-	(8,017)	(9,040)
Non-current liabilities	(1,500)	-	(1,500)	(1,500)
Total Funds	<u>9,486</u>	<u>24,597</u>	<u>34,083</u>	<u>50,884</u>

11 Trustee remuneration

No trustee has been paid any remuneration or received any other benefits from an employment with their charity or a related entity during the year.