

1179723

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

Financial Statements

Year Ended 31 December 2023

ST. MARY'S SANDERSTEAD

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ST. MARY'S SANDERSTEAD

Reference and administrative details

For the year ended 31 December 2023

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 2023 until the date this report was approved are:

Clergy:	Fr. Grant Cohen
Laity: Church Wardens	Miss Fiona Macan Miss Aleen Solly
Reader	Mr. Robert Radley (resigned May 2023)
Deanery Synod	Mrs. Julia Storey
Elected members	Mrs. Dawn Brown (resigned May 2023) Miss Kim Brown Mr. Clive Christensen (Treasurer) Mrs. Judith Forshaw Mr. Bill Jackson Mrs. E. Martin Mrs. Julia Rider 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 5 times in 2023 for formal business with an average attendance level of 76 %.

The Standing Committee met one time in 2023.

COMMUNITY, OUTREACH & FACILITIES

The Christingle service was held on Christmas Eve and was a great success with more than 250 attendees.

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.

The Christmas Fair was a great success with more than 1,000 people attending and a net income of £1,274.

During the year we distributed food collections from the congregation to the users of the Purley Food Hub and paid them £535; to the Bishop's Lent Appeal, £387; to the Ukrainian appeal £602 and Childrens Society £136. These amounts were due to congregational appeals.

For the second year we were unable to pay out anything from the income of the church to various charities.

Financial Review

Income for the financial year was £153,477 (2022 £146,132) and expenditure £169,677 (2022 £162,252) with a net deficit of £ 16,200 compared with 2022 net deficit of £16,801.

Total receipts on ordinary unrestricted/designated funds of the church were £152,641 (2022 £135,438) and are detailed in the financial statements. Expenditure of £158,409 (2022 £146,146) 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 a negative £691 at the year-end did not reach this level.

The balance of £ 14,165 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 8th March 2024 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 2023

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2023 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 12th April 2024

Statement of financial activities
for the year ended 31st December 2023

	<u>Notes</u>	Unrestricted <u>Fund</u> £	Restricted <u>Fund</u> £	Total 2023 £	Total 2022 £
Income & endowments					
Donations & legacies	3.1	70,122	800	70,922	75,778
Charitable activities	3.2	73,448	-	73,448	64,693
Other trading activities	3.3	8,507	-	8,507	5,127
Investments	3.4	564	36	600	534
Total income & endowments		<u>152,641</u>	<u>836</u>	<u>153,477</u>	<u>146,132</u>
Expenditure					
Raising funds	4.1	4,906	150	5,056	3,724
Charitable activities	4.2	153,503	11,118	164,621	159,209
Total expenditure		<u>158,409</u>	<u>11,268</u>	<u>169,677</u>	<u>162,933</u>
Net income/(expenditure) for the year		(5,768)	(10,432)	(16,200)	(16,801)
Total funds brought forward	9	9,486	24,597	34,083	50,884
Total funds carried forward	9	<u>3,718</u>	<u>14,165</u>	<u>17,883</u>	<u>34,083</u>

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 2023

	Notes	<u>2023</u> £	£	<u>2022</u> £	£
ASSETS					
Fixed Assets	5		<u>1</u>		<u>1</u>
Current Assets					
Cash at Bank		21,204		41,718	
Debtors	6	<u>5,832</u>	27,036	<u>1,881</u>	43,599
LIABILITIES					
Current Liabilities					
Creditors	7		<u>2,044</u>		<u>8,017</u>
NET CURRENT ASSETS			<u>24,992</u>		<u>35,582</u>
Non-Current Liabilities					
Creditors			<u>7,110</u>		<u>1,500</u>
NET ASSETS			<u><u>17,883</u></u>		<u><u>34,083</u></u>
REPRESENTED BY:					
	9				
Restricted Fund:					
Chalice		200		200	
Hall Refurbishment		(25)		(25)	
Youth Work		1,257		2,170	
Agency collection		(290)		(290)	
Mission		2,699		2,699	
Nave Altar Fund		665		665	
Kneelers		-		-	
Oclea bequest		873		841	
Organ		52		52	
Rewiring		945		945	
Heating		1		1	
Seven Whole days		3,356		3,356	
Stupples bequest -vicar's discretionary		3,850		13,316	
Pension reserve		(111)		(26)	
Oxlade bequest		693		693	
			<u>14,165</u>		<u>24,597</u>
Designated Fund:					
Christmas Tree		3,271		1,998	
			<u>3,271</u>		<u>1,998</u>
Unrestricted Fund:					
General			<u>447</u>		<u>7,488</u>
			<u><u>17,883</u></u>		<u><u>34,083</u></u>

Signed on behalf of all the trustees

on the 8th March 2024

ST. MARY'S SANDERSTEAD

Notes to the Accounts
For the Year Ended 31st December 2023

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 2023 (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 2023 (cont'd)

3 Analysis of income

	Unrestricted <u>Fund</u> £	Restricted <u>Fund</u> £	Total 2023 £	Total 2022 £
<u>3.1 Donations & legacies</u>				
Gift Aid giving	47,345	-	47,345	50,820
Plate collections	2,407	-	2,407	153
Donations	7,553	800	8,353	10,910
Flowers	213	-	213	-
Gift Aid tax reclaim	12,604	-	12,604	13,895
Grants	-	-	-	-
	<u>70,122</u>	<u>800</u>	<u>70,922</u>	<u>75,778</u>
<u>3.2 Charitable activities</u>				
Wedding & funeral fees	1,759	-	1,759	2,079
Church hall letting	5,749	-	5,749	5,894
Montessori School	65,000	-	65,000	54,025
Cavat Theatre Arts	765	-	765	2,200
Jubilee hall lettings	-	-	-	438
Sundries	175	-	175	57
	<u>73,448</u>	<u>-</u>	<u>73,448</u>	<u>64,693</u>
<u>3.3 Other trading activities</u>				
Fairs & events	8,507	-	8,507	5,127
	<u>8,507</u>	<u>-</u>	<u>8,507</u>	<u>5,127</u>
<u>3.4 Investments</u>				
Interest	564	36	600	534
	<u>564</u>	<u>36</u>	<u>600</u>	<u>534</u>
Total Income	<u>152,641</u>	<u>836</u>	<u>153,477</u>	<u>146,132</u>

ST. MARY'S SANDERSTEAD

Notes to the Accounts
For the Year Ended 31st December 2023 (cont'd)

4 Analysis of expenditure

	Unrestricted <u>Fund</u> £	Restricted <u>Fund</u> £	Total 2023 £	Total 2022 £
<u>4.1 Raising funds</u>				
Cost of fetes & other events	4,906	150	5,056	3,724
	<u>4,906</u>	<u>150</u>	<u>5,056</u>	<u>3,724</u>
<u>4.2 Charitable objectives</u>				
Donations				
Missionary Societies	(5,000)	-	(5,000)	5,025
<i>Reversal of prior year accrual</i>				
Total donations	(5,000)	-	(5,000)	5,025
Parish support fund	67,895	-	67,895	66,564
St Mary's office administrator	7,630	85	7,715	6,361
Photocopier finance	1,680	-	1,680	2,169
Clergy expenses	887	32	919	968
Clergy expenditure	412	679	1,091	1,304
Parish expenditure - other churches	2,144	-	2,144	1,590
Foods purchased	3,044	4,555	7,599	4,326
Books	496	-	496	305
Postage & stationery	923	-	923	857
Vicar's telephone	726	-	726	645
Church insurance	3,551	-	3,551	3,760
Church office telephone	542	-	542	389
Church photocopier costs	2,180	-	2,180	1,340
Organ & piano tuning	655	-	655	5,334
Church maintenance	7,169	-	7,169	6,694
Organist & choir expenses	7,718	-	7,718	6,536
Altar requisites	1,075	800	1,875	1,538
Flowers	395	6	401	271
Junior church	53	-	53	-
Church running - electric	4,519	-	4,519	2,500
Church running - gas	11,222	-	11,222	3,122
Church running - other	214	35	249	318
Wedding & funeral fees	351	-	351	1,047
Subscriptions & annual fees	1,232	-	1,232	1,274
Sundry	1,627	4,926	6,553	4,692
Jubilee Room running costs	-	-	-	549
<i>Total c'wd</i>	<u>123,340</u>	<u>11,118</u>	<u>134,458</u>	<u>129,478</u>

ST. MARY'S SANDERSTEAD

Notes to the Accounts
For the Year Ended 31st December 2023 (cont'd)

4 Analysis of expenditure (cont'd)

	Unrestricted <u>Fund</u> £	Restricted <u>Fund</u> £	Total 2023 £	Total 2022 £
<i>Total b'fwd</i>	123,340	11,118	134,458	129,478
Hall 2 - general	120	-	120	-
Hall 2 - insurance	1,679	-	1,679	1,623
Hall 2 -energy	991	-	991	1,157
Hall running - general	5,109	-	5,109	9,398
Hall running - electricity	8,285	-	8,285	3,248
Hall running - gas	5,167	-	5,167	8,037
Hall running - insurance	4,164	-	4,164	3,788
Hall running - maintenance	2,194	-	2,194	1,440
Hall running - water	1,504	-	1,504	340
Independent examination	950	-	950	700
	<u>153,503</u>	<u>11,118</u>	<u>164,621</u>	<u>159,209</u>
Total Expenditure	<u>158,409</u>	<u>11,268</u>	<u>169,677</u>	<u>162,933</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

	2023 £	2022 £
Tax recoverable	5,360	1,157
Areas of rent and utilities	<u>472</u>	<u>724</u>
	<u>5,832</u>	<u>1,881</u>

ST. MARY'S SANDERSTEAD

Notes to the Accounts For the Year Ended 31st December 2023 (cont'd)

7 Creditors

	2023 £	2022 £
<u>Current Liabilities</u>		
Charitable giving agreed but not paid	-	5,000
Agency collections	392	171
Creditors for goods and services	1,652	2,846
	<u>2,044</u>	<u>8,017</u>
<u>Non-current Liabilities</u>		
Rent deposits	1,500	1,500
Loan	5,610	-
	<u>7,110</u>	<u>1,500</u>

8 Staff costs

	2023 £	2022 £
Wages and salaries	7,365	5,615
Pension	325	52
	<u>7,690</u>	<u>5,667</u>

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

	2023	2022
PCC managed employees	2	2
	<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 2023 £	Total 2022 £
Total funds brought forward	9,486	24,597	34,083	50,884
Net movement in resources	(5,768)	(10,432)	(16,200)	(16,801)
Total funds carried forward	<u>3,718</u>	<u>14,165</u>	<u>17,883</u>	<u>34,083</u>

ST. MARY'S SANDERSTEAD

Notes to the Accounts

For the Year Ended 31st December 2023 (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	-	(913)	-	1,257
Agency collection	(290)	-	-	-	(290)
Mission	2,699	-	-	-	2,699
Nave Altar Fund	665	-	-	-	665
Kneelers	-	800	(800)	-	-
Oclee bequest	841	32	-	-	873
Organ	52	-	-	-	52
Rewiring	945	-	-	-	945
Heating	1	-	-	-	1
Seven Whole days	3,356	-	-	-	3,356
Stupples bequest -vicar's di	13,316	4	(9,470)	-	3,850
Oxlade bequest	693	-	-	-	693
Pension reserves	(26)	-	(85)	-	(111)
Designated Funds					
Charity Payments	-	-	-	-	-
Christmas Tree	1,998	5,893	(4,620)	-	3,271
Youth	-	-	-	-	-
Unrestricted Fund					
General	7,488	146,748	(153,789)	-	447
Total Funds	34,083	153,477	(169,677)	-	17,883

	1st Jan £	Income £	Expenditure £	Transfers £	31st Dec £
Restricted Funds	24,597	836	(11,268)	-	14,165
Designated Funds	1,998	5,893	(4,620)	-	3,271
Unrestricted Fund	7,488	146,748	(153,789)	-	447
Total Funds	34,083	153,477	(169,677)	-	17,883

ST. MARY'S SANDERSTEAD

Notes to the Accounts

For the Year Ended 31st December 2023 (cont'd)

10 Analysis of net assets between funds

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Tangible fixed assets	1		1	1
Current assets	12,871	14,165	27,036	43,599
Current liabilities	(2,044)	-	(2,044)	(8,017)
Non-current liabilities	(7,110)	-	(7,110)	(1,500)
Total Funds	<u>3,718</u>	<u>14,165</u>	<u>17,883</u>	<u>34,083</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.