

**The Parochial Church Council of the Ecclesiastical Parish of St Matthew, Ealing Common
North Common Rd, London, W5 2QA
Registered Charity Number 1180166**

Trustees Report for the year ended 31 December 2023

Trustees (as at 31 December 2023): Michael Barter, Lucie Kirkpatrick (treasurer), James Blake (warden), Ian Pearce (buildings), Claire Onono (safeguarding), Claire Oberman (vice-chair)

Overview of St Matthews

St Matthews, Ealing Common is a late Gothic Victorian Church. It is an active parish community with a committed, diverse and growing congregation. Worship takes places in the church Friday-Sunday every week. A local Christian fellowship also uses the building for worship over the course of the typical weekend.

In addition to worship, St Matthews church is also used as a venue for social outreach, hosting a night shelter in its hall and vestry that provides food, accommodation and support during the winter months for Ealing's vulnerable street homeless community.

St Matthews is also used regularly throughout the year as a meeting space for faith gatherings, community action groups, musical concerts and public meetings. The adjacent church hall is home to a Montessori Nursery School on weekdays, and is hired out at other times to a number of different groups.

We recruit trustees from the congregation of St Matthews often where their skills are aligned to the role they take on our PCC.

Review of the year

PCC

The PCC is responsible for cooperating with the parish priest of St Matthew's to promote the mission of the church in all things pastoral, social and ecumenical. It also has responsibilities for church finances and maintenance of the church buildings. The full PCC met a total of 5 times in the past year to discuss all matters relating to the governance of St Matthew's Church. In addition, a separate Standing Committee has also been established since the last APCM. This comprises key members of the PCC and church administrative staff, who meet bi-monthly to discuss ongoing church governance matters in between full PCC meetings. These are normally attended by the Parish Priest, Parish Administrator, Church Warden, Treasurer, Buildings Officer and PCC Vice Chair. The Standing Committee met a total of 3 times over the past year. Towards the end of the year, our Children's Champion Sandra Phillips stepped down from her role after several years of dedicated service.

Ministry

In addition to his appointed clerical ministry and duties, the parish priest also serves in several other roles. He is an appointed trustee for the Ealing Churches Winter Night Shelter (ECWNS) and an appointed Safeguarding Governor for Christ the Saviour School, Ealing Broadway. He also works as an Assistant Area Director of Ordinands (AADO) for the Diocese of Willesden, meeting with candidates exploring ordained ministry in the Church of England, interviewing and advising them, and compiling reports and paperwork on their progress which is then submitted to the Bishop's ADO Team. Throughout the past year, the parish priest has attended ongoing regular monthly meetings, briefings, interviews and events related to

all 3 of these roles.

Safeguarding

St Matthew's is committed to ensuring the care, safety and effective safeguarding of all its parishioners, especially children, families and young adults. Our current Safeguarding officer is Claire Dutfield. Our safeguarding policy is adapted from the Diocesan Safeguarding Model and is available through a link on the front page of our website. In addition to this, the parish priest of St Matthew's has also completed a Diocesan Safeguarding Leadership Course in May and June 2023, and has also had his enhanced DBS renewed.

The Parish

With the support of Richard Thomas and the St Matthew's Choir, St Matthew's has continued to be a place of lively worship over the past year, particular highlights being the key festivals of Christmas & Easter. It has also hosted many memorable social and community events which have enriched our common life together.

At the start of the year, St Matthews hosted the Ealing Winter Churches Night Shelter. The charity operated a "mixed model", with guests spending several nights of the week in various churches, and other nights in a hotel in the borough. We ran every Saturday for a mammoth 8 week stint, supporting up to 10 street homeless guests, for an evening meal, overnight stay and breakfast.

This was an incredibly impressive commitment from the volunteers at St Matthews. From the younger members of church helping make up the beds to those cooking fresh and delicious meals, to those who came in at all hours of the day and night for the various night and breakfast shifts. I would like to take a moment to thank *all* of you, here at St Matthew's for your amazing commitment to this project. And special thanks must be given to Mr Ian Pierce for his extraordinary commitment to this project, organising rotas, and seemingly being in all places at one right throughout the duration of the season!

Also in January and February, as part of my ADO role, we were joined by Eve, who is exploring ordination to the church; Eve led prayers, worked regularly at the night shelter, and met with a wide variety of parishioners.

In June we hosted the Archdeacon Visitation, which was attended by churches from across the Ealing deanery. The event was well-received and St Matthew's put on a delightful selection of food and drinks.

In July we celebrated the End of the School Year with our Sunday School families, with a picnic in the sunshine on Ealing Common.

In September, St Matthew's took part in the Ealing "Open House" festival, with our church doors opened for tours and visits, staffed by volunteers from our Heritage Committee, and our annual St Matthew's Day Festival and Parish lunch. October saw our annual and very popular Animal Blessing Service being held once again.

Despite our limited resources and some significant financial challenges over the course of 2023-4, St Matthew's has continued to share the love of God through our worship, outreach and community activities across the local Ealing Common community.

Buildings & fabric

We had extensive tile repairs done to do upper roof and the front ridge. The first half of gutter was also renovated with a new lead lining which good few years. The gutter was then repainted meaning this area should be free from leaks for a good few years. This all meant the scaffold was up longer than was expected incurring significant extra cost.

We have also had roof repairs done to the East side lower roof with over 50 tiles being removed and replaced.

The heavy rain we have experienced recently has been a good test and so far no more leaks have been spotted, fingers crossed.

The Quinquennial Inspection has been completed by the Architect Sarah Khan but unfortunately due to illness we haven't received the completed report yet.

Also in the last year there has been an extensive garden clearance, a new alarm box fitted and we are awaiting permission from the diocese to demolish the unsafe blower at the rear of the church. With an aim to improve the look and general tidiness of the church the curtained storage to the back has been reduced and replaced with lower neater storage. The long-term plan is to get permission to construct cupboard storage at the back.

One of the biggest struggles is the energy consumption and so we are investigating ways to bring this down. The gas boiler in the basement is very inefficient and will need replacing in the next few years. This will not be cheap so we are assessing whether a smaller boiler supplemented with more local electric heating maybe the answer.

Over the year this is the list of major works undertaken:

June 2023 – Fire risk assessment

July 2023 – Maintenance to Organ: Sealing of brick work around the organ to ensure waterproof

Sep 2023 – Guttering fixed / repaired: should now be properly waterproof (scaffolding kept up to do roof repairs) (discussed above)

Dec 2023 – Roofing repairs completed – tiles and leaks (discussed above)

Submission to DAC for approval of dismantling of Pump House

Submission of Faculty paper work for Plaque to Rev Peter Watkins

Finance

Overall the church made a loss of £4,000, before restricted fund movements, predominantly due to significant unexpected maintenance works for the church roof. With restricted fund movements added in we made a profit of £4000. The common fund was raised from £27,000 in 2022 to £35,000 in this year, 2023. With finances tightening due to inflation and increasing costs, particularly for the upkeep of the church building, we made a more limited rise of 5% in 2024 to £36,750.

In 2023 we had total incoming resources of £128,000 mainly through a combination of voluntary giving of £54,000 and receipts from church activities of £71,000. We also had £3,032 of investment income. Investment income is significantly higher this year with the increase in interest rates.

Overall we had £20,000 more income than in 2022 but only £5,000 higher when excluding the restricted funds. Lettings were £5000 higher and interest £3000 higher but there was a drop of £3000 in voluntary giving. There was a £15,000 increase in giving to restricted funds - mainly to the organ fund.

We had total resources expended of £123,000 resulting in a net positive movement in funds i.e. profit of £4,000. In 2022 we had lower resources expended of £105,000. The higher resources expended this year were predominantly due to a £21,000 increase in church maintenance costs and the increase in our Parish Share by £8,000 to £35,000, partially offset by £8,000 less spent on the

organ. There are a number of other factors which will be discussed in note 4. Excluding the organ fund movements the church made a loss of £4,000.

Moving to the balance sheet, which is a record of our assets and liabilities at the end of the year, we had fixed assets of £220,000 which is the church hall.

Our current assets were cash of £84,000 and debtors of £8,000. Cash was £6,000 higher than 2022.

Our current liabilities were accruals of £381.

Overall net assets were £311,000 which is an increase of £5,000 from the end of 2022 predominantly representing profit made in the year.

Restricted funds – these are funds held that can only be used for specific purposes. £1,500 is held for improvement works for the church and there is £1,200 in a fund for significant repair works to the organ. The organ fund had been negative £7000 at the end of last year with a significant donation coming at the start of 2023 for works completed in 2022. Other small funds have been created for church flowers and the night shelter.

Incoming Resources. The first major category is voluntary Income of £54,000 and was made up of:

- Planned giving through both the Parish Giving Scheme of £22,000 and regular giving by bank transfer of £5,000 both roughly in line with 2022.
- Collections were £3000 roughly in line with 2022.
- Gift Aid of £10,000 was £2000 higher than 2022 due to donations to the restricted funds.

All other giving & voluntary income' of £15000 is largely a significant donation to the organ fund with other smaller donations to other restricted funds and the church in general. This was £12000 higher than 2022 due to the organ fund donation.

Receipts from activities for generating funds was £0 compared to £40 last year.

Receipts from church activities of £71,000 were largely from letting of the church hall of £49,000 and use of the church of £22,000 – overall £5,000 higher than 2022.

Resources expended are summarised into three major categories (Cost of Generating Funds is minimal).

The first is 'Church Activities' of £56,000 which is £10,000 more than 2022 mainly due to increased Parish Share of £35,000. Salaries of £18,000 and expenses of £2,000 were £2,000 higher than 2022.

The next major category is 'Church expenses' of £68,000 up by £13,000 on 2022. Church running expenses of £47,000 were £12,000 higher due to £21,000 additional church maintenance costs offset by £2,000 lower gardening costs and £8,000 lower organ fund costs. Around £18,000 was incurred in fixing the church roof (to be discussed further by Ian) and there were also a number of essential electrical works completed in the year.

Church utility costs were £10,000, £2,000 higher due to a new gas contract from March 2023 at higher prices. Hall running expenses of £3,000 were £3,000 less than 2022. In 2022 there were extensive plumbing works which are absent this year. Hall utility costs were £8,000 which is £2,000 more than 2022 due to higher gas and electricity costs.

There was no 'Major capital expenditure' in the year compared to £4,000 in 2022.

Cash is held in various accounts with the total of £84,000, £6,000 higher than in 2022 mainly due to profit made in the year. With interest rates now higher I have moved the majority of our cash to the CBF deposit fund B to ensure we earn a decent rate of interest but still have relatively quick access to the money as needed.

Debtors of £8,000 and includes typical debtors of insurance prepayment of £4,000, £3,000 of rental debtors and around £500 of gift aid.

Accruals of £381 which are running expenses.

Unrestricted reserves are at £80,000 which is slightly down on 2022 by £3,000 with the loss made in the year. £25,000 is designated towards the cost of fixing the church gutters. The remaining £55,000 is retained in anticipation of other potential repairs to our church building – as an historic building we anticipate significant future expenditure could be needed to maintain the integrity of the building. As I have mentioned over the last few years there are two major significant risks the church faces which are the potential to lose our largest hirer, the nursery, and the potential replacement of the church heating system (c£30k). Unfortunately, we have been given notice by the nursery and they will leave in September 2024 leaving a large gap in our rentals - we looked to discuss the reasons for their departure but they have not taken up our offer to look for any potential solutions. We are currently in discussions with a replacement and following diocese guidelines on the process for this.

Music report

ORGAN

No restoration work this year to report. The latest update on works was in 2022 trustees report.

CHOIR

St Matthew's is very fortunate indeed to have volunteers singers turn up, week in week out, to sing in the choir. Their loyalty, commitment and musicianship is amazing and they form an important part of the congregation. No need to report on the choir's activity. Years membership of the choir adds over 330 years.

St Matthew's Church, Ealing Common

Financial Statements of the Parochial Church Council

Period Ended 31st Dec 2023

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	31st Dec 2023	Budget 2023	31st Dec 2022
	£		£	£	£
INCOMING RESOURCES					
Voluntary income	39,150	15,112	54,262	38,800	42,062
Activities for generating funds	0	0	0	300	40
Receipts from Church activities	70,595	0	70,595	58,229	65,013
Investment income	3,032	0	3,032	30	447
Other incoming resources	0	0	0	0	0
Total Incoming Resources	112,778	15,112	127,890	97,359	107,562
RESOURCES EXPENDED					
Cost of generating funds (fundraising activities costs)	6	0	6	0	1
Church Activities	55,515	0	55,515	54,719	45,634
Church expenses	61,722	6,217	67,939	43,154	55,081
Major capital expenditure	0	0	0	0	3,882
Total Resources Expended	117,243	6,217	123,460	97,873	104,598
Net incoming resources before transfers	-4,465	8,895	4,430	-514	2,963
Net Movement in Funds	-4,465	8,895	4,430	-514	2,963
Balance brought forward 1st January	<u>91,917</u>	<u>-5,586</u>	<u>86,331</u>		<u>83,368</u>
Balance carried forward 31st Dec	<u>87,452</u>	<u>3,309</u>	<u>90,761</u>		<u>86,331</u>

Balance Sheet at 31st Dec 2023

	Unrestricted funds	Restricted funds	31st Dec 2023		31st Dec 2022
Fixed Assets					
Investments	1	220,000	220,001		220,001
Current Assets					
Cash at bank	80,211	3,309	83,520		77,098
Debtor	7,621	0	7,621		12,359
Debtor Provision		0	0		0
Liabilities					
Deferred Income	0	0	0		0
Accruals	381	0	381		3,127
Total Net Assets	87,452	223,309	310,761		306,331
Profit & Loss	87,452	3,309	90,761		86,331
Revaluation / Endowment Reserve		220,000	220,000		220,000
	87,452	223,309	310,761		306,331

St Matthew's Church, Ealing Common
Notes to the Accounts for the period ended 31st Dec 2023

1 This form of accounts has been drawn up following the guidance and regulations of The Diocesan Accounts Group, published by Church House Publishing, entitled "The Charities Act 2011 and the PCC. Preparing Receipts and Payment Accounts (SORP 2015)".

2 Restricted funds

	31st Dec 2023	31st Dec 2022
	£	£
Improvement works to church	1,497	1,497
Organ fund	1,233	-7,083
Ealing Churches Winter Night Shelter	89	0
Church flowers	490	0
	<u>3,309</u>	<u>-5,586</u>

3 Incoming Resources

Voluntary income

Planned giving: Parish Giving Scheme	21,935	22,851
Planned giving: other	4,774	5,219
Collections	3,292	3,661
Gift Aid	9,637	7,138
All other giving & voluntary income	14,625	3,192
	<u>54,262</u>	<u>42,062</u>

Activities for generating funds

Gross income from fundraising activities	0	40
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Receipts from Church activities

Statutory fees (baptism, wedding etc.)	122	924
Letting of church hall	48,594	46,338
Use of church	21,879	17,751
Other trading income	0	0
	<u>70,595</u>	<u>65,013</u>

Investment income

Dividends, interest, income from property	3,032	447
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Other incoming resources

0	0
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Total Incoming Resources

<u>127,890</u>	<u>107,562</u>
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Cost of generating funds (fundraising activities costs)

	6	1
Church Activities		
Mission giving and donations		51
Diocesan parish share contribution	0	
Salaries, wages and honoraria	35,000	27,000
Clergy and staff expenses	18,459	16,653
	2,056	1,930
	55,515	45,634
Church expenses		
Mission and evangelism costs	0	0
Church running expenses	47,030	35,527
Church utility bills	9,946	7,508
Hall running expenses	2,828	5,689
Hall utility bills	8,135	6,358
Cost of trading	0	0
	67,939	55,081
Major capital expenditure		
Major repairs to church building	0	3,882
Major repairs to church hall incl redecoration	0	0
	0	3,882
Total Resources Expended	123,460	104,598

5 Fixed assets include £220,000 for the church hall based on the current insurance valuation

6 Assets not included in the accounts include movable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal.

7 Cash Funds	31st Dec 2023	31st Dec 2022
Bank Current Account	6,773	31,585
Bank Reserve Account	5,188	11,818
CBF Deposit Fund 'A'	0	2,499
CBF Deposit Fund 'B'	71,558	31,196
Cash fund assets	83,520	77,098

Note: £25000 is designated for gutter repairs

8 Debtors £7,621 comprise £4,096 insurance prepayment, £480 of Giftaid from HMRC and £3,045 rental debtors

9 Debtor provision was zero at 31st Dec 2023

10 Deferred income was £0 at 31st Dec 2023

11 Accruals £381 comprise running expenses.

12 No payments have been made to PCC members other than reimbursement for church running costs which they have paid for upfront, for example cleaning products and services

Approved by the PCC on 12 March 2024 and signed on their behalf by:

Michael Barter (Chairperson) and Lucie Kirkpatrick CA (PCC treasurer)

M Barter

Lucie Kirkpatrick

Independent Examiner's Report to the Trustees of St Matthew's Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2023.

Respective responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

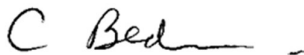
Basis of Independent Examiner's report

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 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 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have 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.



Catherine Bedwin 19th March 2024
21 Lyncroft Gardens, London W13 9PU