



The Parochial Church Council of The Ecclesiastical Parish of St Stephen with St Mark, Lewisham

Financial Statement

For the year ended 31 December 2024

Legal & Administrative Details

Charity Name: The Parochial Church Council of The Ecclesiastical Parish of St Stephen with St Mark, Lewisham

Charity Number: 1186447

Charity Address: St. Stephens Vicarage
Cressingham Road
London
SE13 5AG

Trustees:

- Rev Michael Joseph Bailey
- Lynda Monica Whitney
- Charles Nathaniel Britton
- Father Francis Gardom
- Judith Patricia Burke
- Adrian Carlton-Oatley
- Greta Lyn Townsend
- Anne Kennedy
- Vivienne Millicent Spence
- Father Peter John Hudson
- Sandra Baiden
- David Lloyd
- Sharon Sonia Gilzeane
- Ailsa Mary Temple
- Celia Bush

Key Management
Personnel: Father Michael Bailey
Parish Priest

Name & Address of
Primary Banker: Lloyds Bank plc
25 Gresham Street
London
EC2V 7HN

Independent Examiner: Mr Milton Sawyerr FCCA
54 Hansol Road
Bexleyheath
Kent
DA6 8JG

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Trustees Report

Objects of the charity

The Parochial Church Council of St Stephen and St Mark Lewisham (PCC) has the responsibility of co-operating with the incumbent, Fr Michael Bailey, in promoting the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical.

The PCC is committed to enabling as many people as possible to worship with us and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within the parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit, and particularly the supplementary guidance on charities for the advancement of religion.

We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work

To facilitate this work, it is important that we maintain the fabric and improve the facilities of our church building and halls.

Summary of the charity's main activities and achievements

To further the above objects and vision, the church's main activities and achievements were as follows:

Worship:

The Church holds regular church services, including Sunday worship, special services for events like Christmas and Easter, and other liturgical celebrations.

Spiritual Guidance:

During the year, we offer spiritual guidance and support through clergy, prayer, and resources for reflection and faith development.

Sacraments:

The Church performs sacraments including baptism, marriage, and the Eucharist (Holy Communion).

Ministry:

The Church provides ministry to individuals and families, including pastoral care, counselling, and support during life transitions.

In planning the activities, the trustees have applied the guidance on public benefit issued by the Charity Commission.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The method of appointment of PCC members is set out in the Church Representation Rules. Membership of the PCC consists of the Vicar, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. Members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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. New members have some induction and are made aware of their responsibilities.

Financial Review

Under the Church Accounting Regulations of 2006 funds are now to be deemed as Unrestricted, Restricted or Endowment. The PCC has agreed that the General Fund is to be classed as Unrestricted and the remaining funds as Restricted, with no funds classed as Endowment Funds.

We ended the year with a deficit of £12,666 (2023, Surplus of £14,952), which is the net amount resulting from both restricted and unrestricted activities during the year. A breakdown of this figure is detailed on the statement of financial activities.

Income from donations is down compared to last year's figures, and so is income from hall lettings and parish fees. Total expenditure is up compared to last year.

Despite the result, the Church has sufficient reserves to carry out projects and to further its mission in knowing Christ and making him known.

Reserves Policy

It is the PCC policy to maintain the recommended balance on unrestricted funds which equates to at least three months unrestricted payments.

The cash balance on the unrestricted funds at the year-end was more than the minimum required value.

Responsibilities of Trustees under charity law

The trustees are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and UK Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing these financial statements, the trustees are required to:

1. select suitable accounting policies and apply them consistently.
2. observe the methods and principles in the Charities SORP.
3. make judgements and estimates that are reasonable and prudent.

4. state whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. 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.

Signature

This report was approved by the trustees, and is signed on their behalf by:

Name	FR MICHAEL AGNEW
Signature	Michael Agnew
Date	10.05.2025

Independent Examiners Report

I report to the trustees on my examination of the accounts of The Parochial Church Council of The Ecclesiastical Parish of St Stephen with St Mark, Lewisham ('the charity') for the year ended 31/12/2024.

Responsibilities and Basis of Report

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (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 commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the account 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 I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

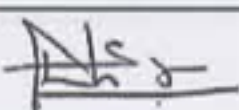
In connection with my examination, no matter has come to my attention: -

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 financial statements, which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations have not been met.
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner's Details

Name: Mr Milton Sawyerr FCCA

Address: 54 Hansol Road
Bexleyheath
Kent
DA6 8JG

Name	Milton Sawyerr
Signature	

Statement of Financial Activities

	Unrestricted	Restricted	Total	Prior Year
Incoming Resources				
Donations & Legacies	34,648	7,010	41,658	61,005
Charitable Activities	0	0	0	0
Investments	0	0	0	0
Hall Lettings & Parish Fees	19,800	0	19,800	25,155
Other	524	0	524	0
Total incoming resources	54,972	7,010	61,982	86,160
Resources Used				
Charitable Activities	62,717	11,931	74,648	71,208
Raising Funds	0	0	0	0
Governance Costs	0	0	0	0
Support	0	0	0	0
Other	0	0	0	0
Total resources used	62,717	11,931	74,648	71,208
Net Incoming / Outgoing Resources (before transfers)	-7,745	-4,921	-12,666	14,952
Fund Transfers In	0	0	0	0
Fund Transfers Out	0	0	0	0
Net Incoming / Outgoing Resources (before gains/losses)	-7,745	-4,921	-12,666	14,952
Investment Gains (or Losses)	0	0	0	0
Net Incoming / Outgoing Resources (before Asset Revaluation)	-7,745	-4,921	-12,666	14,952
Asset Revaluation	0	0	0	0
Net Movement of Funds	-7,745	-4,921	-12,666	14,952
Total Funds Brought Forward	37,372	14,479	51,851	36,899
Total Funds Carried Forward	29,627	9,558	39,185	51,851
Represented By				
Unrestricted - Church (General) (Unrestricted)	29,627	0	29,627	37,372
Restricted - Church (General) (Restricted)	0	7,830	7,830	10,396
Restricted - Choir & Organ (Restricted)	0	2,156	2,156	848
Restricted - Church Cleaning (Restricted)	0	440	440	440
Restricted - School Fund (Restricted)	0	153	153	153
Restricted - Sound System (Restricted)	0	532	532	639
Restricted - Walsingham (Restricted)	0	-1,553	-1,553	2,003

Statement of Financial Position

	Unrestricted	Restricted	Total	Prior Year
Current Assets				
Cash	31,412	108	31,520	44,067
Accounts Receivable	0	0	0	0
Prepayments	0	0	0	0
Total	31,412	108	31,520	44,067
Non-Current Assets				
Fixed Assets	0	10,000	10,000	10,000
Investments	0	0	0	0
Total	0	10,000	10,000	10,000
Non-Current Liabilities				
Accounts Payable	0	550	550	431
Deferred Income	1,785	0	1,785	1,785
Total	1,785	550	2,335	2,216
Non-Current Liabilities				
Long Term Loan / Mortgage	0	0	0	0
Total	0	0	0	0
Net Current Assets	29,627	-442	29,185	41,851
Total Net Assets (Assets Minus Liabilities)	29,627	9,558	39,185	51,851
Represented By				
Unrestricted - Church (General) (Unrestricted)	29,627	0	29,627	37,372
Restricted - Church (General) (Restricted)	0	7,830	7,830	10,396
Restricted - Choir & Organ (Restricted)	0	2,156	2,156	848
Restricted - Church Cleaning (Restricted)	0	440	440	440
Restricted - School Fund (Restricted)	0	153	153	153
Restricted - Sound System (Restricted)	0	532	532	639
Restricted - Walsingham (Restricted)	0	-1,553	-1,553	2,003

Signature

These accounts have been approved by the trustees, and are signed on their behalf by:

Name FR MICHAEL SALON -
Signature Michael Salon.
Date 11.5.2025.

Notes to the Financial Statements

Basis of Preparation

These financial statements have been prepared in 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) ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102") and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The Charities (Accounts and Reports) Regulations 2008 (the '2008 Regulations') requires charities to prepare their accounts in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005' but this accounting standard has since been withdrawn and has been replaced by the Charities SORP mentioned in the preceding paragraph. The charity has prepared these financial statements in accordance with the new Charities SORP; this departure from the 2008 Regulations is believed to be necessary for these financial statements to give a 'true and fair view'.

The principles adopted in the preparation of the financial statements are set out in the accounting policies below.

Going Concern

The Trustees consider [Charity Name] a going concern at the date for approving the accounts. There are no material uncertainties that the charity can continue as a going concern for the next year.

Key Risks & Uncertainties

The charity is exposed to various risks, including operational, financial and reputational risks. The trustees review the charity's activities regularly to identify significant risks and, where possible, they take appropriate measures to mitigate those risks.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal. Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

- All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.
- All voluntary income from members of the charity is recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as at the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount realised.

- Volunteer time, the value of voluntary support for the work of the charity, is not included in the accounts but is described in the Trustees Annual Report.
- Investment Income is included in the accounts when receivable

Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Governance costs include costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity. Governance costs are shown within 'Analysis of Expenditure' note.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible Fixed Assets

Assets over the value of £1,000 are capitalised. Depreciation is provided on tangible fixed assets at rates calculated to write off the cost of an asset, less its estimated residual value, over the expected useful economic life of that asset, as follows:

- Freehold property - 0%
- Musical and Technical Equipment - 4 years on straight line basis
- Office and computer equipment - 4 years on straight line basis
- Furniture, fixtures and fittings - 4 years on straight line basis

In view of the maintenance programme in place which aims to keep the building in good condition, the trustees consider that any depreciation of freehold property would be immaterial and accordingly no provision has been made. The carrying amount of the freehold property is reviewed annually for impairment by the trustees.

Pensions

The charity has no pension scheme set up as it currently has no paid staff.

Taxation

The charity is exempt from tax on its charitable activities.

Judgements and Key Sources of Estimation

The trustees do not consider that there are any material sources of estimation or uncertainty at the balance sheet date that could result in a material adjustment to the carrying values of assets and liabilities in the next reporting period.

Notes - Analysis of Income & Expenditure

Analysis of Income

Current Year

	Unrestricted	Restricted	Total
Incoming Resources			
Donations & Legacies			
Donations	34,648	6,510	41,158
Gift Aid	0	0	0
Grants	0	500	500
Charitable Activities			
Event Income	0	0	0
Investments			
Bank Interest	0	0	0
Trading Activities			
Rental Income	19,800	0	19,800
Sales	0	0	0
Other			
Other Income	524	0	524
Total incoming resources	34,972	7,010	41,982

Prior Year

	Unrestricted	Restricted	Total
Incoming Resources			
Donations & Legacies			
Donations	45,508	15,497	61,005
Gift Aid	0	0	0
Grants	0	0	0
Charitable Activities			
Event Income	0	0	0
Investments			
Bank Interest	0	0	0
Trading Activities			
Rental Income	25,155	0	25,155
Sales	0	0	0
Other			
Other Income	0	0	0
Total incoming resources	70,663	15,497	86,160

Analysis of Expenditure

Current Year

	Unrestricted	Restricted	Total
Resources Used			
Charitable Activities			
Activities	0	0	0
Admin	1,130	2,086	3,216
Advertising	0	480	480
Bank Charges	379	0	379
Depreciation	0	0	0
Event Costs	0	9,365	9,365
Gifts Given	0	0	0
Other Expenditure	27,280	0	27,280
Premises	33,928	0	33,928
Staff Costs	0	0	0
Governance Costs			
Governance Costs	0	0	0
Total resources used	62,717	11,931	74,648

Prior Year

	Unrestricted	Restricted	Total
Resources Used			
Charitable Activities			
Activities	0	0	0
Admin	0	0	0
Advertising	0	0	0
Bank Charges	0	0	0
Depreciation	0	0	0
Event Costs	0	5,824	5,824
Gifts Given	480	0	480
Other Expenditure	24,000	0	24,000
Premises	40,204	700	40,904
Staff Costs	0	0	0
Governance Costs			
Governance Costs	0	0	0
Total resources used	64,684	6,524	71,208

Notes - Analysis of Net Assets Between Funds

Current Year

	Unrestricted	Restricted	Total
Current Assets	31,412	108	31,520
Non-Current Assets	0	10,000	10,000
Current Liabilities	1,785	550	2,335
Non-Current Liabilities	0	0	0
Total Net Assets (Assets Minus Liabilities)	29,627	9,558	39,185

Prior Year

	Unrestricted	Restricted	Total
Current Assets	39,588	4,479	44,067
Non-Current Assets	0	10,000	10,000
Current Liabilities	2,216	0	2,216
Non-Current Liabilities	0	0	0
Total Net Assets (Assets Minus Liabilities)	37,372	14,479	51,851

Notes - Other

Volunteers

The charity benefits greatly from the voluntary contributions of time and money.

Independent Examination Fees

Fees payable to the independent examiner for independent examination were: 2024 - £550 (2023 - £550).

Staff Costs

There were no staff during the year and hence no staff costs.

Trustee Remuneration

During the year no trustees / PCC member received any remuneration.

Trustee Expenses

During the year father Michael Bailey who is a trustee incurred out-of-pocket expenses and were incurred for the day-to-day running of the charity's activities.

Trustee Donations

During the year no donations were made to the charity by the trustees and hence there were no conditions attached to donations.

Tangible Fixed Assets

	Freehold Property	Total
Cost		
Prior to 1st January 2024	10,000	10,000
Additions in financial year	0	0
Total as at 31st December 2024	10,000	10,000
Depreciation		
Prior to 1st January 2024	0	0
Additions in financial year	0	0
Total as at 31st December 2024	0	0
Net Book Value		
As at 31st December 2024	10,000	10,000
As at 31st December 2023	10,000	10,000

Debtors

Accounts Receivable

Description	Amount
Gift Aid	0
Trade Debtors	0
Total	0

Prepayments

Description	Amount
Prepayments	0
Total	0

Creditors

Accounts Payable

Description	Amount
Accruals	550
Finance Lease Liabilities	0
Tax & Social Security	0
Trade Creditors	0
Total	550

Deferred Income

Description	Amount
Gift Aid refundable	1,785
Total	1,785

Analysis of Charitable Funds

Current Year

Fund Name	Opening Balance	Income	Expenditure	Fund Transfers	Closing Balance
Unrestricted					
Unrestricted - Church (General) (Unrestricted)	37,372	54,972	62,717	0	29,627
Total	37,372	54,972	62,717	0	29,627
Unrestricted Total	37,372	54,972	62,717	0	29,627
Restricted					
Restricted - Church (General) (Restricted)	10,396	0	2,566	0	7,830
Restricted - Choir & Organ (Restricted)	848	5,460	4,152	0	2,156
Restricted - Church Cleaning (Restricted)	440	0	0	0	440
Restricted - School Fund (Restricted)	153	0	0	0	153
Restricted - Sound System (Restricted)	639	0	107	0	532

Restricted - Walsingham (Restricted)	2,003	1,550	5,106	0	-1,553
Total	14,478	7,010	11,931	0	9,558
Restricted Total	14,479	7,010	11,931	0	9,558
TOTAL	51,851	51,852	74,648	0	33,185

Prior Year

Fund Name	Opening Balance	Income	Expenditure	Fund Transfers	Closing Balance
Unrestricted					
Unrestricted - Church (General) (Unrestricted)	0	0	0	37,372	37,372
Total	0	0	0	37,372	37,372
Unrestricted Total	0	0	0	37,372	37,372
Restricted					
Restricted - Church (General) (Restricted)	0	0	0	10,396	10,396
Restricted - Choir & Organ (Restricted)	0	0	0	848	848
Restricted - Church Cleaning (Restricted)	0	0	0	440	440
Restricted - School Fund (Restricted)	0	0	0	153	153
Restricted - Sound System (Restricted)	0	0	0	639	639
Restricted - Walsingham (Restricted)	0	0	0	2,003	2,003
Total	0	0	0	14,479	14,479
Restricted Total	0	0	0	14,479	14,479
TOTAL	0	0	0	51,851	51,851

Fund Transfers

There were no Fund Transfers this financial year.

Fund Descriptions

Name	Description
Unrestricted - Church (General)	Unrestricted - Church (General)
Restricted - Church (General)	Restricted - Church (General)
Restricted - Choir & Organ	Choir & Organ Fund
Restricted - Church Cleaning	Church Cleaning Fund
Restricted - School Fund	St Stephen's Church of England Primary School
Restricted - Sound System	Sound System Fund
Restricted - Walsingham	Walsingham Fund

Transactions to Related Parties

There were no transactions related parties during the accounting period.

Prior Period Adjustment

There were no prior year adjustments.