



St Augustine's Church

Grove Park, Lee

Registered Charity No. 1191496

**Annual Report and Financial Statements of the
Parochial Church Council**

For the year ended 31 December 2022

Vicar:

Revd Gavin Berriman
336 Baring Road, Grove Park
London SE12 0DX

Churchwardens: Alison Burt and Jean Cartwright

Treasurer: Bernard Hawes

Bank:

HSBC Bromley

Independent Examiner: Neil Haggart

Administrative Information

St Augustine's Church is situated in Baring Road, Grove Park and is formally known as St Augustine's Church, Lee. It is part of the Diocese of Southwark within the Church of England. The correspondence address is 336 Baring Road, London SE12 0DX. It is registered with the Charity Commission, Charity Number 1191496.

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956. PCC members, who are the Charity Trustees, are appointed in accordance with the Church Representation Rules. At St Augustine's the 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. Two additional members were co-opted as PCC Secretary and Treasurer. All eligible members of the congregation are encouraged to register on the electoral roll, membership of which currently stands at 100.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how funds are to be spent. The meetings of the full PCC were disrupted at the start of the year by the Covid-19 pandemic and met six times during the year. The Standing Committee has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Contact details for any safeguarding issues can be found on the church website.

Aims and Purposes

St Augustine's is an Anglican parish church within the Diocese of Southwark, the main purpose of which is to serve the community as a place of worship and prayer, as a place of friendship and support and as a place to celebrate special occasions.

Objectives and Activities

The PCC has the responsibility of co-operating with the Vicar in promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical. It achieves this objective by provision of regular public worship open to all; by provision of sacred space for personal prayer and contemplation; through pastoral work and the teaching of Christianity; through links with the local schools and community and through support of other charities in the UK and overseas. The PCC is responsible for the maintenance of the church hall and this is normally used by several community groups as well as youth uniformed organisations. The meetings of these groups were returning to normality after disruption last year due to the pandemic.

Achievements and Performance

Recognising that the Covid pandemic continued to affect our community despite normality returning to daily life, St Augustine's gradually re-introduced congregational participation in our worship during 2022. With the aim of getting the balance right so that everyone felt comfortable in the church environment, the re-introduction of sharing the peace, servers, readers, the re-opening of the children's corner, taking the chalice and the relaxation of social distancing, allowed members to choose what and when they were ready to participate in our regular worship. Being back to almost normality it was decided to discontinue the online service.

Maintaining the church and premises is an ongoing challenge. Statutory maintenance has continued and progress on completing the works identified in the last quinquennial report was moved forward. A blockage, caused by roots, of the hall drains, which pass through the vicarage garden, was cleared, and repaired through an insurance claim. Hall usage continued to grow with regular bookings from a taekwondo club, a Mencap club, children's parties, and an exercise class.

We continued to support our local foodbanks with weekly donations of dried food and cash donations during the year.

We were able to follow Fr Gavin's Lent Course at home and through the online blog. We also held our usual Quiet Day at Aylesford Priory in November and children's workshops at Easter and Christmas took place. Other events included Harvest Supper, Christingle, and Carol Service. There were several baptisms during the year and four children were prepared for and admitted to Holy Communion.

Fr Gavin continued to maintain links with the local primary schools, in particular at Marvels Lane School where he is a Governor.

Some of our social and fundraising events went ahead this year. We had a stall at the Grove Park Carnival and Dog Show in Chinbrook Meadows in September and our Christmas Market was a great success both financially and for the community.

Financial Review and Reserves Policy

Financial Review

Normality returned to the life of St Augustine's in 2022 with both worship and social activities being fulfilled without the restricted controls of the Co-vid pandemic. Acts of worship were supported by increasing numbers of people as they became more comfortable with communal contact and the use of the hall facilities was back to pre Co-vid levels throughout the year.

Stewardship income, which was slightly lower than 2021, allowed St Augustine's to fully meet its' pledge payable to the Diocese and the rental income from both Marvels Lane and the church flat supported the running of the Church. Church hall income increased significantly in 2022 primarily through the regular use of the hall facilities by a Taekwondo club. The church magazine ceased in its' printed format but was published as an electronic media.

The roof at the West end of the church was replaced at the beginning of the year and the damp in the Lady Chapel was resolved. At the end of the year a hall drainage problem was addressed under the insurance policy.

Church:

Stewardship income of £36,133, was £500 lower than 2021. This together with the provisional gift-aid refund of £9,405 and other planned giving of £2,070 enabled St Augustine's to pay the agreed pledge of £40,000 to the diocese. However, as in the past few years, total church income did not cover the running costs of the church by £3,899.

The rental income from the Marvels Lane property of £17,671 and the church flat of £12,000 covers the shortfall in church income and supports the general running and maintenance of the church building. Money received through the collection plate increased to £1,487 compared to the £704 received in 2021.

Early in the year the windows and the flat roof at the west end of the church were repaired using the remaining funds of the Restoration deposit at a cost of £29,160. The damp problem in the Lady Chapel was solved and the chapel was part decorated at a cost of £3,607. The church was partly protected from the significant increases in utility unit prices by fixed contracts which expire in 2023 and 2024.

The pledge to the Diocese of £40,000 was the same as in 2021 and was fully paid by 31st December.

The charity Lea Oasis was closed during the year and returned a donation of £2,249 made in 2021. This was redirected to the Mottingham and Downham foodbanks during the year and an additional donation of £1,000 to both foodbanks was made just before Christmas.

Fund raising activities during the year included the annual Grove Park carnival and dog show which raised £194 and the Christmas fayre which raised £1,695. Sunday morning teas and coffee contributed £371 to church funds.

The refurbishment of the church organ was postponed until the spring of 2023 but a first payment of £12,000 was made in November to the organ builder to secure necessary parts. The total cost of the restoration work is estimated to be £46,545 of which £42,483 had been raised by the year-end.

At the 31st December the church had balances at the bank totalling £19,501 and on deposit at the Central board of Finance of £11,810. The Organ Fund deposit totalled £38,706.

Hall:

Use of the hall facilities returned to pre Co-vid levels in 2022 with rents received from the various users totalling £22,240 compared with £7,752 in 2021. Rental income was mainly received from Taekwondo, £14,144, Childrens Parties, £4,190 and Gateway £1,980. With the increased use, regular weekly cleaning was once again contracted for, and utility costs increased with the higher hall usage. Repairs to the hall roof were completed during the year at a cost of £2,700, the fire panel was serviced at a cost of £530 and an asbestos survey was completed at a cost of £714.

At the 31st December the hall had a balance of £6,158 at the bank and a deposit of £6,273 at the Central Board of Finance

Restricted Funds

Our restricted funds are funds set aside to meet specific projects and fund-raising initiatives that the PCC has agreed to.

The Restoration Fund was set-up some 25 years ago to meet the cost of major rebuilding works to the east end of the church caused through subsidence. Although the project, which was funded by legacies, loans and fundraising was completed in 2006, a balance remained in the fund which the PCC agreed to use towards the cost of roof repairs at the west-end of the church. These repairs were completed in early 2022.

The Organ Fund was started to meet the cost of a significant refurbishment of the church organ. The initial quote for the phase 1 works was £22,186, with phase 2 works costing approximately £24,000, to follow when sufficient funds were raised. A deposit was paid in the year with the start of the work planned for early 2023.

Reserves Policy

Our policy regarding general funds is to maintain a balance sufficient to cover 4 months of day to day running costs which equates to approximately £20,000, together with sufficient funds to cover known impending costs relating to necessary repairs to our church buildings.

Independent Examiners report to the PCC of St Augustine's Grove Park

I report on the accounts for the year ended 31st December 2022 which are set out on the pages below.

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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 the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

the accounts do 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.

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed *N Haggart*

Name N Haggart

Professional Qualification FCA

Address 114, Copse Avenue

West Wickham BR4.9NP

Date 10/10/2022

Parochial Church Council of St Augustine's Grove Park
Balance Sheet as at 31st December 2022

	Note	2022	2021
		£	£
Fixed Assets			
Tangible Fixed Assets	5a	450,000	450,000
Investment Assets	5b	0	0
		450,000	450,000
Current Assets			
Debtors	7	44,954	24,421
Short term deposits			
Bank		9,611	17,665
Central Board of Finance			
Main Deposit		11,810	7,561
Organ Fund		38,706	29,384
Building Fund		0	3,638
Restoration Fund		0	26,456
Hall		6,273	4,207
Cash at bank and in hand			
Church		9,890	2,468
Hall		6,158	2,912
Magazine		0	3,389
Coffee Fund		566	1,248
200 Club		873	933
		128,841	124,282
Liabilities			
Long Term	8	0	0
Amounts Falling Due Within One Year	9	1,564	2,124
Net Current Assets		127,276	122,158
Net Assets	6	£577,276	£572,158
Funds			
Unrestricted		84,776	71,347
Restricted		42,500	50,811
Property Fund		450,000	450,000
		£577,276	£572,158

Parochial Church Council of St Augustine's Grove Park
Statement of Financial Activities
For the year ending 31st December 2022

		Unrestricted	Restricted	Total	Total
	Note	Funds	Funds	2022	2021
		£	£	£	£
Incoming Resources					
From Donors	2a	51,672	2,148	53,820	51,395
Other voluntary	2b	1,400	7,470	8,870	5,800
Operating Activities					
To further work of the church	2c	52,061		52,061	30,788
To generate funds	2d	2,411	446	2,857	2,304
Income from Investments	2e	255	474	729	54
Total Incoming Resources		£107,799	£10,538	£118,337	£90,341
Resources Expended					
To generate funds	3d			0	0
Grants	3a	4,249		4,249	650
To further work of church	3b	89,871	18,789	108,660	78,741
Church management and admin.	3c	250	60	310	57
Total Resources Expended		£94,370	£18,849	£113,219	£79,448
Net Incoming (Outgoing) Resources		£13,429	£(8,311)	£5,118	£10,893
Gains / (Losses) on Investments	5b				
Net Movement in Funds		£13,429	£(8,311)	£5,118	£10,893
Balances Brought Forward 1 st January 2022		71,347	50,811	122,158	111,265
Balance Carried Forward 31st December 2022		£84,776	£42,500	£127,276	£122,158

Parochial Church Council of St Augustine's Grove Park
Notes to the Financial Statements
For the year ending 31st December 2022

		Unrestricted	Restricted	Total	Total
	Note	Funds	Funds	2022	2021
		£	£	£	£
Incoming Resources					
Incoming Resources from Donors	2a				
Planned Giving.					
Gift Aid Donations		36,133		36,133	36,630
Income Tax Recoverable		8,405	2,148	10,552	10,436
Other Planned Giving		2,070		2,070	2,124
Collections at services		1,487		1,487	704
Sundry Donations		3,578		3,578	1,500
		51,672	2,148	53,820	51,395
Other Voluntary Incoming Resources	2b				
Grants		1,400		1,400	0
Donations, Appeals etc			7,470	7,470	5,800
		1,400	7,470	8,870	5,800
Income from Operating Activities	2c				
To further the work of the church					
Church hall lettings		22,240		22,240	7,752
Marvels Lane rent		17,671		17,671	11,036
Flat rent		12,000		12,000	12,000
Fees		150		150	0
		52,061	0	52,061	30,788
Income from Operating Activities					
To generate funds	2d				
200 Club			446	446	0
Fetes ,other fund raising activities		2,411		2,411	2,304
Income from Investments	2e				
Deposit Interest					
Bank		39		39	2
Central Board of Finance		216	475	691	52
		255	475	730	54
Total Incoming Resources		107,799	10,538	118,337	90,340

		Unrestricted	Restricted	Total	Total
	Note	Funds	Funds	2022	2021
Resources Expended	3				
Grants	3a				
Home missions		4,249		4,249	650
		4,249		4,249	650
Activities directly relating to the work of the church	3b				
Ministry					
Parish Pledge		40,000		40,000	40,000
Clergy expenses		2,759		2,759	2,787
Music expenses					
Organ repairs		348		348	677
Organist Fees		915		915	915
Licenses		403		403	549
Church running costs.					
Insurance		7,819		7,819	7,635
Heating, Lighting, Water		750		750	579
Wine, Wafers and Candles		376		376	323
Quinquennial Fee					0
Flower Fund		200		200	0
Sundry Expenses		406		406	363
Stewardship Envelopes		38		38	30
Church maintenance		18,379	18,789	37,168	2,559
Marvel Lane costs					
Repairs		485		485	9,866
Insurance		656		656	591
Rates					322
Utilities		95		95	422
Church Flat					
Repairs		464		464	416
Church Hall					
Insurance		309		309	299
Water, Gas and Electricity		3,562		3,562	1,700
Cleaning		3,067		3,067	187
Refuse Collection		1,661		1,661	1,609
Equipment		791		791	0
Pest Control		456		456	456
Repairs		5,748		5,748	6,312
Music Licence		163		163	132
General supplies		22		22	12
200 Club Prizes				0	0
		89,871	18,789	108,660	78,741

Parochial Church Council of St Augustine's Grove Park
Notes to the Financial Statements
For the year ending 31st December 2022

		Unrestricted	Restricted	Total	Total
	Note	Funds	Funds	2021	2020
		£	£	£	£
Church Management & Administration	3c				
Administration					
Stationery		0		0	28
Bank Charges		250	60	310	30
		250	60	310	58
Total Resources Expended		94,370	18,849	113,219	79,449
Staff Costs	4				
The PCC did not employ anyone during the year.					
Fixed Assets for use by the PCC	5				
Tangible Fixed Assets	5a				
Marvels Lane Residential Property		450,000		450,000	450,000
Investments Fixed Assets	5b				
The PCC held no Investments Assets during the year.					
Analysis of Net Assets by Fund	6				
Fixed Assets for Church use		450,000		450,000	450,000
Current Assets		86,114	42,726	128,840	124,284
Due to/(from) Funds				0	0
Current Liabilities		(1,564)		(1,564)	(2,124)
Fund Balance		534,550	42,726	577,276	572,160
Debtors	7				
Income Tax Recoverable		27,931	3,147	31,078	20,527
Prepaid Insurance		717		717	652
Other Debtors					
Church Sundry Debtors		198		198	183
Hall Rents		748		748	492
Hall Utility Costs		212		212	306
Subscriptions in Arrear				0	44
Deposit re Organ Refurbishment			12,000	12,000	2,219
		29,806	15,147	44,953	24,423
Long Term Liabilities	8				
The PPC had no Long-Term Liabilities					

Parochial Church Council of St Augustine's Grove Park
Notes to the Financial Statements
For the year ending 31st December 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Liabilities Amounts Falling due within one year	9				
Creditors for Goods and Services					
Organist Fees		991		991	991
Church Maintenance				0	244
Church Heating & Lighting		90		90	128
Hall Cleaning Costs		156		156	31
Hall Utility Costs		198		198	224
Hall Pest Control		114		114	0
Subscriptions in Advance				0	490
Sundry Creditors		15		15	15
		1,564	0	1,564	2,123

Fund Details

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The Restricted Funds comprise of the Church Restoration Fund, the Organ Fund and the 200 Club.

	2022 £	2021 £
Balances at the 31 st of December were:		
Restoration Fund	0	18,135
Organ Fund	41,622	32,184
200 Club	873	487
	42,495	50,806

1 Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown as market value.

Funds

General funds represent the funds of the PCC that are not subject to any restriction regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are restricted until that purpose is fulfilled and then may become unrestricted.

The accounts include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Voluntary income and capital sources

Collections are recognized when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognized only when received.

Income tax recoverable on Gift Aid donations is recognized when the income is recognized.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Funds raised by fetes, garden parties and other similar events are accounted for gross.

Sales of books and magazines are accounted for gross.

Other income

Rental income from the letting of church premises is recognized when the rental is due.

Income from investments

Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognized in the same accounting year.

Resources used.

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the church.

The diocesan parish pledge is accounted for when paid. Any parish pledge unpaid at 31st December is provided for in these accounts as an operating (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Consecrated property and moveable church furnishings

Consecrated and benefited property of any kind is excluded from the accounts by s 10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They

are listed in the church's inventory, which can be inspected (at any reasonable time). For alienable property acquired to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1st January 2000 have been capitalized and depreciated in the accounts over their current anticipated useful economic life (initially over 5 years) on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £ 2,500 or on the repair of moveable church furnishings acquired before 1st January 2000 is written off.

Other fixtures, fittings, and office equipment.

Equipment used within the church premises is depreciated on a straight-line basis over 5 years.

Individual items of equipment with a purchase price of £2,500 or less are written off when the asset is acquired.

Current assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove to be uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds (CBFCE) or at the Bank.

Risk Management

The PCC has budgetary disciplines in place to reduce financial risk and endeavours to identify other risk which may prejudice the work of the church. Insurance policies are maintained with the Ecclesiastical Insurance Office to cover insurable risk and their advice is followed to reduce risks.

Approved by the Parochial Church Council on24/4/2022.....