



Richmond & Putney Unitarian Church CIO

Ormond Road, Richmond, Surrey TW10 6TH

Charity number: 1200204

**Annual Report
2025**

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CHARITY INFORMATION

MINISTER:	Rev. Simon Ramsay
OFFICERS:	CHAIR: Catherine Pinto TREASURER: Mark Richardson SECRETARY: Julie Langridge-John
TRUSTEES:	Sally Bevan, Charles Labia, Julie Langridge-John, Catherine Pinto, Mark Richardson
CUSTODIAN TRUSTEE:	British and Foreign Unitarian Association (B&FUA) (General Assembly of Unitarian and Free Christian Churches)
INDEPENDENT EXAMINER:	Mr W. Featherstone, 114 Dunkirk Avenue, Desborough NN14 2PN
BANK:	NatWest, 22 George Street, Richmond, Surrey TW9 1JW
SOLICITOR:	Mr Vincent Hambleton-Grey, Baron Grey Solicitors, Richmond Langtry House, 441 Richmond Road, Twickenham TW1 2EF

GOVERNANCE

The governance of Richmond and Putney Unitarian Church CIO is based on the Charity Constitution of 5 June 2022.

OBJECTS

The Objects of the CIO are to advance the Unitarian and Free Christian religion for the public benefit as defined by clause 3(2) of the Constitution.

MEMBERSHIP

There are currently 45 members of the Richmond and Putney Unitarian Church, of whom 35 are standard voting members, listed below.

MEMBERS OF RPUC – April 2025

Standard members have RUPC and GA voting rights

Standard members

Armstrong, Mary

Arrol, Heather

Berryman, Marilene

Bevan, Sally

Booth, Michael

Bowers, John

Chamberlain, George

Coyle, Brian

Diana (Anon.)

Halnan, Penny

Holland, Janet

Hoskins, Gareth

Knight, David

Labia, Charles

Langridge-John Julie

Lewis, Trevor

Lloyd-Lawrence, Adrian

Lloyd-Lawrence, Kitty

Lord, Margaret

Mamok, Anne

Martin, Bruno

McGrane, Christine

McPherson, Douglas

Meyer, Helen

Meyer, Jack

Pinto, Cath

Pinto, Lily

Richardson, Mark

Stanbridge, Alex

Sharapova, Asma

Strachan, David

Tuckman, Lawrence

Turnbull, Scott

Watson, David

Watson, Louisa

Associate members

Collins, Emma

Ferris, Kay

Hoskins, Kay

Lewis, Trudy

McClosky, Kay

McClosky, Patrick

Murrells, Steve

Honorary members

Duchac, Dawn

Riley, Linda

Scott, Pamela

CHAIR'S REPORT for the 2024 calendar year

This year has been one of growth, change, and progressing community connections for Richmond and Putney Unitarians.

At our Annual General Meeting in April 2024 we saw significant leadership and governance transitions, extending our deepest gratitude to David Watson, for his seven years of dedicated service as Chair. A new Chair, Catherine Pinto, and Secretary, Julie Langridge-John, were welcomed, and we welcomed Sally Bevan as a new trustee. Mark Richardson remained as Treasurer, and Charles Labia as a trustee, which helped to support continuity during this time of change.

Following our move to a CIO, as the residual admin work was drawing to a close, there was a significant moment in the history of RPUC, when the Richmond Free Church Trust, which has provided our church's foundational trust deed since our origin in 1895, was formally dissolved on 15 December 2024.

Change can be challenging, but our community endeavours to work in the spirit of collaboration. To further support the efficient running of our church, the Trustees engaged a minute taker to enhance administrative transparency and record-keeping.

Louisa Watson, was thanked for her five years of commitment to editing *The Flame* monthly newsletter and duly passed that torch onto Julie, who accepted the challenge and produced a new-look *Flame*, moving to bi-monthly editions.

Throughout the year, we have continued to expand our presence within the wider community while deepening our spiritual practice. Notable events included:

- The Richmond May Fair – Our participation in this local event was a resounding success, strengthening relationships within the community and receiving donations, which covered our costs plus a modest profit to support church activities.
- Ministerial Milestone & Lay Leadership Development – We joyfully celebrated Rev Simon Ramsay's 20th anniversary in ministry, acknowledging his long-standing commitment and leadership. Additionally, Julie Langridge-John, a valued member of RPUC, successfully completed the Lay Leader Foundation Course.
- Diverse Worship and Cultural Enrichment – By welcoming guest speakers, musicians and singers, we have broadened the scope of our worship experiences, offering a rich variety of perspectives.
- Supporting Families – Our Sunday School and Crèche continue to strengthen, reinforcing our commitment to being an inclusive, family-friendly congregation.
- Mindfulness and Wellbeing – Our weekly Elemental Mind sessions integrate traditional mindfulness practices with scientific insights from neuroscience, offering a valuable space for spiritual and personal wellbeing; the Journaling group has

continued to thrive, gathering monthly for a time of shared reflection online; and Dance for Health has remained popular as a weekly class for people living with neurodiverse conditions or general mobility issues.

- The Connections group met regularly in 2024, organising events ranging from our stall at the May Fair to two Death Cafes and a well-attended Christmas dinner celebration, and this year's annual Labyrinth and Christmas Eve Carol Concert were hugely successful, each having seen a great turnout.

Our commitment to interfaith dialogue and collaboration remained a cornerstone of our work. In March, our Minister was the MC at an Iftar dinner at Richmond Guildhall, hosted by The Dialogue Society. Events such as these underscore our dedication to fostering meaningful relationships across religious and philosophical traditions.

The Trustees continue their work to manage premises matters. Following the extensive rewiring of the church's electrical system and installation of a new fire alarm system in 2023, in 2024 it was time once again to commission a quinquennial survey to assess the long-term needs of our building. As a result of that survey, which took place in August, a fire risk assessment was then carried out in October. Mark Richardson has been leading on the schedule of works resulting from both surveys.

It is difficult to succinctly communicate all that has been achieved in the course of a year, but there is much to be celebrated and much to look forward to.

FINANCE REPORT (2024)

2024 saw RPUC finances recover well from the exceptional deficit of -£30,165 at the end of 2023. Our 2024 total income of £91,612 was up by £12,127 compared to 2023, and total expenditure of £89,504 was down from last year by £22,602, so the dent in our savings, mainly caused by the essential electrical works, has been restored.

The increase in income was largely due to healthy growth in our lettings income – the total of £66,836 was up £8,000 from 2023, an indication that the trustees' decision to budget £3000 for a part-time Lettings officer was very much worthwhile.

LDPA, GA and Highgate Hill grants of £10,600 were up by £2,900 on last year, and a £1,000 bequest from Brian Franklin is acknowledged with sincere gratitude.

Following last year's decrease in congregational donations to £8,204 total, we've seen an increase this year of £965 to £9,169, which is back in line with 2022 donations (£9,161).

Although overall expenditure was down, there were some increases to be met, such as the £2,940 fee for the Quinquennial Survey, a substantial increase from the last survey though alleviated somewhat by a grant of £600 from the John Gregson Trust, and there was an 8% minister's stipend increase, as recommended by the GA.

We expect to see expenditure grow due to premises projects resulting from the Quinquennial Survey, to be spread over the next few years; the first of which are budgeted for in 2025, including works already underway resulting from the fire assessment survey.

The trustees are grateful to Mark Richardson for his diligence in the role of Treasurer, and to RPUC's accountant, Liz Savage.

Richmond & Putney Unitarian Church CIO
Statement of Financial Activities
for the year ended 31st December 2024

2023						2024
Incoming Resources		Unrestricted Funds		Designated Funds		
Total Funds	[see Note 1]	General	Bequests	Maintenance & Deposits	Charity & Development	Total Funds
8204.21	Raised by congregation	9168.97				9168.97
967.77	Dividends and Interest	764.84				764.84
58805.87	Income from premises	66835.82				66835.82
7700.00	Grants for ministry	10600.00				10600.00
3307.11	Weddings & Other	3142.67	1000.00			4142.67
500.00	Net Hire Deposits			100.00		100.00
79484.96	Total	90512.30	1000.00	100.00	0.00	91612.30
79484.96	Total Incoming Resources	90512.30	1000.00	100.00	0.00	91612.30
Resources Expended						
	[see Note 2] [see Notes 2 & 3]					
36631.31	Ministry	39934.06				39934.06
1606.50	Music	1718.00				1718.00
58537.23	Premises	31252.67				31252.67
14061.15	General	15242.67				15242.67
1270.00	Subscription and donations	1357.00				1357.00
112106.2	Total Resources Expended	89504.40				89504.40
-32621.23	Net Incoming/-Outgoing	1007.90	1000.00	100.00		2107.90
0	Net Fund transfers					0.00
2455.78	Investment Gains/-Losses	6316.60				6316.60
-30165.45	Net Movement in Funds	7324.50	1000.00	100.00		8424.50
292892.38	Balances brought forward 1st January 2024	175895.81	59383.83	4211.25	23236.04	262726.93
262726.93	Balances carried forward 31st December 2024	183220.31	60383.83	4311.25	23236.04	271151.43

Balance Sheet
for the year ended 31st December 2024

Assets

2023		2024
	<u>Fixed Assets</u>	
168000	Manse at purchase price	168000.00
70117.43	Investments at market value	76434.03
<u>238117.43</u>		<u>244434.03</u>
	<u>Current Assets</u>	
24809.50	Cash at bank and on deposit	26917.40
<u>24809.50</u>		<u>26917.40</u>
-200	<u>less Creditors and Payments in Advance</u> <u>amounts falling due within one year</u>	-200.00
<u>262726.93</u>	<u>Total assets less current liabilities</u>	<u>271151.43</u>

Capital and Reserves

27447.29	Designated funds	27547.29
235279.64	General funds	243604.14
<u>262726.93</u>		<u>271151.43</u>

Valuation of Investments

	Historic cost	Value at 31/12/2023	Value at 31/12/2024	Gain/Loss on year
233.75 M&G Charifund Accumulation units	12643	70117.43	76434.03	6316.6
	<u>12643</u>	<u>70117.43</u>	<u>76434.03</u>	<u>6316.6</u>

Statement of Financial Activities
Notes for the year ended 31st December 2024

2023	Note 1			2024	
Total		Analysis of Income	General	Designated	Total
Raised by congregation					
4315.00		Service Collections (reg don.)	3939.97		3939.97
2170.08		Service Collections (loose cash)	3022.27		3022.27
1452.81		tax recovered	1368.13		1368.13
266.32		Gift day/Other Donations	838.60		838.6
8204.21			9168.97		9168.97
Dividends and interest received					
0.00		Common investment funds	0.00		0.00
967.77		COIF Deposit Fund interest	764.84		764.84
967.77			764.84		764.84
Premises					
43475.87		Use of church & hall	47720.32		47720.32
15330.00		Car parking	19115.50		19115.50
58805.87			66835.82		66835.82
Grants					
		For ministerial purposes			
6700		Putney Fund per LDPA	6700.00		6700.00
1000		LDPA/GA Sustentation Fund	2900		2900
0		Highgate Hill Church Fund	1000.00		1000.00
7700			10600.00		10600.00
Miscellaneous					
3070.00		Weddings, namings and funerals	1750.00		1750.00
237.11		Sunday morning coffee & publications	340.46		340.46
0.00		Bequest	1000.00		1000.00
0.00		Other income	1052.21		1052.21
3307.11			4142.67		4142.67
78984.96	Total from regular sources		91512.30	0.00	91512.30
Other					
500		Net Hire Deposits		100.00	100.00
500					
79484.96	Total Incoming Resources		91512.30	100.00	91612.30

Statement of Financial Activities
Notes for the year ended 31st December 2024

2023	Note 2		2024
Total	Analysis of Expenditure		Total
	Ministerial		
36055.88	Cost of ministry (stipend, pension, expenses)		39420.37
575.43	Visiting preachers		513.69
36631.31	[See Note 3]		39934.06
	Church music		
1050	Musicians		1265.00
556.5	Organ and piano tuning		453.00
1606.5			1718.00
	Premises		
9363.78	Utilities		7344.75
35574.55	Upgrade work (Church & Manse)		3093.29
3129.40	Insurance		3475.97
4593.42	Repairs and Maintenance and gardening		9929.81
0.00	Telephone		0.00
3582.08	Cleaning and supplies		4782.85
2294.00	Caretaking		2626.00
58537.23			31252.67
	General		
2.65	Printing, postage and stationery		807.62
185.00	Inquirer and Unitarian		185.00
1369.70	IT costs		1786.58
700.00	Conferences		550.00
400.00	Examiner's fee		400
1550.00	Wedding fees		1500.00
2556.00	Bookkeeping		2556.00
3000.00	Bookings Administrator/Clerking		3160.00
537.80	Children's Church & safeguarding		240.00
3760.00	Legal Fees		0.00
0.00	Quinquennial Survey		2940.00
0.00	Christmas lunch		1117.47
14061.15			15242.67
	Subscriptions and donations		
1120	G A - Quota		1120.00
150	Other subscriptions and donations		237.00
1270			1357.00
<u>112106.19</u>	Total Resources Expended		<u>89504.40</u>

Statement of Financial Activities

Notes for the year ended 31st December 2024

2023	Note 3		2024
		Cost of Ministry	
	Minister		
33762.98		Stipend & Pension	36477.09
<u>2292.90</u>		Expenses	<u>2943.28</u>
<u>36055.88</u>			<u>39420.37</u>
4260.00		Manse Upgrade work (included in Premises costs)	1700.00
<u>1555.14</u>		Manse running costs (included in Premises-(repairs) costs)	<u>3019.66</u>
5815.14	41871.02		4719.66
			44140.03
575.43		Visiting Ministers	<u>513.69</u>
			513.69
		Total cost of ministry	
<u>42446.45</u>			<u>44653.72</u>

Note 4

Accounting policies

Basis of preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice for Charities, and applicable accounting standards. In accordance with the guidelines for smaller charities they have been prepared on a receipts and payments basis.

Collections and donations

All congregational giving and donations are included on a cash received basis.

Capital expenditure

This is charged either to the expenditure for the year or to the appropriate designated fund

Other expenditure

Details of staff costs, administration costs and support costs will be found in the preceding notes. There was one full time employee of the Church at the year end. The significant volume of voluntary contribution to the life of the Church by members of the congregation is not quantified in these accounts.

Independent examination

The examiner's fee (£200) is noted in the accounts at the appropriate place.

Adequacy of funds

With the exception of the permanently endowed funds the amounts in all funds are short term assets. The Legacy and General funds reflect the historic need to fund the manse purchase.

Transfer of Assets from RPUC to RPUC CIO

Richmond & Putney Unitarian Church (RPUC) became a CIO - Richmond & Putney Unitarian Church CIO (RPUC CIO) on 1 August 2023. The assets of RPUC were regarded as being retrospectively transferred on 31 December 2022, so that between 1 January 2023 and 31 July 2023 RPUC acted as the steward on behalf of RPUC CIO.

**Independent Examiner's Report
on the Accounts**

Report to the Directors of the Richmond and Putney Unitarian Church CIO

On the accounts for the year ending 31st December 2024

Set out in the statement of financial activities, balance sheet, and associated notes for that period.

Responsibility of the Examiner

It is my responsibility to:-

- ❖ examine the accounts under section 145 of the Charities Act,
- ❖ to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) b of the Act) and
- ❖ to state whether particular matters have come to my attention.

Basis of my report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts, and the report is limited to those matters set out in the statement below.

Statement by the Independent Examiner

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

- I. which gives me reasonable cause to believe that in any material respect the requirements have not been met - that is to keep accounting records in accordance with section 130 of the Charities Act and to prepare account in accordance with those records, and comply with the accounting requirements of the Act - or
- II. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



William Featherstone, F.R.S.A., A.C.I.B..

5th March 2025

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