

ST ANDREW'S CHURCH PCC
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2016

Charity Number 1134166

**ST ANDREW'S CHURCH PCC
FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2016**

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ST ANDREW'S CHURCH PCC TRUSTEES' REPORT YEAR ENDED 31 DECEMBER 2016

The trustees have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 December 2016.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name St Andrew's PCC

Charity registration number 1134166

Principal office 10 St Andrew's Road, London, W14 9SX

THE TRUSTEES

The trustees who served the company during the period were as follows

Revd Lesley Bilinda

Mrs Stella Boyce

Mr Trevor Dawson

Mr Humphrey Gervais

Miss Letty Buxton

Mr Julian Brinton

Mrs Joan Fitt

Mr Christopher Hunt

Mr Marc Maitland

Mrs Penny McCarthy

Mrs Dionne McLean

Mr Jonathan Rhys

Mrs Verna Ridge

Mr Anthony Scott Noble

Miss Penny Stradling

Ms Pam Taylor

Lucinda Tyser

Mr Adriaan van Zyl

Dr Christoph von Luttitz

Mr David Wilde

Independent Examiner

Garside & Co

6 Vigo Street

London

W1S 3HF

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is controlled by the Parochial Church Councils (Powers) Measure 1956 and under the terms of Section 3 the Parochial Church Council (PCC) is a body corporate.

Recruitment and appointment of new trustees

The trustees comprise ex officio members: the incumbent and 2 clergy, licensed lay minister, Diocesan and Deanery Synod members and 2 church wardens, the latter elected by the Annual Parish Meeting (Vestry). Other trustees are elected at the Annual Parochial Church Council Meeting or the PCC on an ad-hoc basis during the year.

ST ANDREW'S CHURCH PCC TRUSTEES' REPORT YEAR ENDED 31 DECEMBER 2016

Organisational Structure

The Board of Trustees, comprising the membership of the PCC, must have at least 3 trustees.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Aim and purposes

St Andrew's PCC has the responsibility of co-operating with the incumbent, Reverend Lesley Bilinda, in promoting in 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 know the love of God in Jesus Christ and to serving the spiritual and material needs of parishioners. The PCC collaborates with the incumbent in maintaining and developing forms of worship appropriate to our diverse parish and seeks to ensure that the church puts faith into practice through prayer and scripture, music and sacrament. The PCC supports and encourages the different ways in which the church can serve the material and social needs of parishioners including the homeless, parents and children and older people in particular.

Objectives and activities

When planning our activities for the year, the incumbent and the PCC have considered the commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, 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 and other forms of care for parishioners;
- Mission and evangelism

Detailed objectives are agreed each year at the Annual Parochial Church Council Meeting after discussion in the PCC and with the congregation

ACHIEVEMENTS AND PERFORMANCE

Ministry team

The year began with a period of vacancy following the retirement of Canon Guy Wilkinson in November 2014. The Revd Lesley Bilinda continued as Curate until leaving in April, and was inducted as vicar in June. The Revd Dr Lincoln Harvey (who also serves as Vice Dean at St Mellitus College) transferred his license to St Mellitus and stepped down as Associate Priest in July. Miss Letty Buxton retired from her role as Licensed Lay Minister (Reader) in September. The staff team consisted of Mrs Penny McCarthy as parish administrator, and Miss Penny Stradling as Pioneer Minister (with responsibility for youth and community work).

Renewal of the church fabric

A grant was received for the re-development of the gardens at the rear of the church, and the adjacent public garden and work was completed in the autumn. Plans are in place for a major repair and refurbishment of several windows.

ST ANDREW'S CHURCH PCC TRUSTEES' REPORT YEAR ENDED 31 DECEMBER 2016

Worship and prayer

St Andrew's provides a pattern of Eucharistic and other worship through the week to meet the range of spiritual needs of the parish. The Sunday Eucharist includes baptisms on the first Sunday of each month. Full Choral Evensong is sung on the first Sunday of the month, Taize worship on the third Sunday, and sung Evensong on the remaining Sunday evenings. During the week Holy Communion is celebrated on Thursdays, on Saturdays during the homeless project, and on Mondays informally with parents with children. There is a weekly gathering for prayer on Monday lunch times, and a monthly bible study group (Gospel Conversations) on the first Thursday of each month.

Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

Deanery Synod

The laity of St Andrew's is currently represented on Deanery Synod by three ex-officio Diocesan Synod members elected to a 3 year term by the APCM. This provides the PCC with an important link between the parish and the wider structures of the church.

Pastoral Care

St Andrew's is committed to providing a wide range of community services that are accessible to all regardless of faith, gender or sexual orientation. The vicar and members of the congregation regularly visit the sick, the bereaved, the lonely and the housebound. During the week the Church and Star Centre are used by many church and community activities including the Homeless Project, Songs and Stories, Yoga, Hearing Voices, Mindfulness, Kensington Dance Studio, Bach to Baby, Healthy Eating, City Academy Choir, Interfaith marriage group, Voice Therapy activities, and local Councillors' Forum as well as many occasional events including concerts, social evenings and children's parties. During the year IntoUniversity continued with their activities and the Kings Cross Korean Church continued to worship weekly. In March Potters House youth church began services at St Andrew's each Sunday early afternoon.

Mission and evangelism

Constance Mirembe (who was seconded from London City Mission (LCM) and began at St Andrew's in 2015) became sick, returning to her family in Uganda, and her secondment arrangement was terminated by LCM. The appointment of Penny Stradling in November 2015 has enabled St Andrew's to extend its reach considerably. There is a Friday youth club and a Monday English Language class running weekly on the West Kensington Estate, and strong relationships have been formed with the council, local tenants, the developer Capital & Counties, and with other providers of services on the estate. The church held its first Carol Service on the Estate in December. The hospitality in the Star Centre and church witness daily to the love of God. During the year 11 baptisms took place, 14 funerals, 2 weddings, and 2 people were confirmed.

FINANCIAL REVIEW

Reserves policy

It is the trustees' policy to maintain a balance on unrestricted funds (if possible) which equates to at least three months unrestricted payments, equivalent to £30,000 to cover emergency situations that may arise from time to time.

ST ANDREW'S CHURCH PCC TRUSTEES' REPORT YEAR ENDED 31 DECEMBER 2016

Investment policy

It is our policy to invest surplus funds in interest bearing bank accounts.

PLANS FOR FUTURE PERIODS

Building on discussions at the PCC annual Away Day in the autumn, we began a process of consultation of the whole church, with wide-ranging, interactive questions relating to our life together and our personal spiritual growth. We will continue the discussions and consultations throughout the year with the aim of creating a new vision, values and objectives by the time of the annual meeting in 2018.

Meanwhile our witness continues in the church and Star Centre, as does our work towards an ultimate goal of establishing a Christian presence in the heart of the West Kensington and Gibbs Green estates, to provide a place of stability, continuity and welcome in the midst of the uncertainty and disruption faced due to the redevelopment of Earls Court.

RESPONSIBILITY OF THE TRUSTEES

The charity's trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practices).

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity for the period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the 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 Financial Reporting Standard applicable in the United Kingdom (FRS102) issued on 16 July 2014 and the Charities Act 2011. The trustees 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.

ON BEHALF OF THE BOARD

.....
Revd Lesley Bilinda – Vicar & Trustee

Date

**ST ANDREW'S CHURCH PCC
INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 DECEMBER 2016**

I report on the accounts of the charity for the year ended 31 December 2016 set out on pages 8 to 12.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND INDEPENDENT EXAMINERS

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 required.

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 Commission under section 145(5) of the 2011 Act; and
- to 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 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 on whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements 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 agree with the accounting records and to 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.

.....

Stephen Garside
Garside & Co
6 Vigo Street
London
W1S 3HF

Date

**ST ANDREW'S CHURCH PCC
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2016**

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted Funds	Restricted Funds	Total Funds 31-Dec-16	Total Funds 31-Dec-15
INCOMING RESOURCES					
Voluntary income	2	171,671	47,162	218,833	219,452
Investment income	3	-	-	-	132
		<hr/>	<hr/>	<hr/>	<hr/>
		171,671	47,162	218,833	219,584
RESOURCES EXPENDED					
Costs of church activities	4	165,178	47,945	213,123	(200,902)
Governance costs		1,260	-	1,260	(750)
		<hr/>	<hr/>	<hr/>	<hr/>
		166,438	47,945	214,383	(201,652)
NET INCOMING RESOURCES					
		<hr/>	<hr/>	<hr/>	<hr/>
		5,233	(783)	4,450	17,932
TOTAL FUNDS BROUGHT FORWARD					
		<hr/>	<hr/>	<hr/>	<hr/>
		67,996	31,181	99,177	81,245
Movement between funds					
		(10,782)	10,782	-	-
TOTAL FUNDS CARRIED FORWARD					
		<hr/>	<hr/>	<hr/>	<hr/>
		62,447	41,180	103,627	99,177

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

**ST ANDREW'S CHURCH PCC
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2016**

BALANCE SHEET

	Note	Unrestricted Funds	Restricted Funds	31 December 2016	31 December 2015
FIXED ASSETS					
Tangible assets	7	25,551	-	25,551	25,250
Investments	8	-	-	-	-
		25,551	-	25,551	25,250
CURRENT ASSETS					
Debtors	9	38,039	-	38,039	33,630
Cash at bank		7,057	80,516	87,573	70,777
		45,096	80,516	125,612	104,407
CREDITORS: Amounts falling due within one year	10	(8,200)	(39,336)	(47,536)	(30,480)
		36,896	41,180	78,076	73,927
NET CURRENT ASSETS/(LIABILITIES)					
		62,447	41,180	103,627	99,177
TOTAL ASSETS LESS CURRENT LIABILITIES					
CREDITORS: Amounts falling due more than one year	11	-	-	-	-
Transfer from unrestricted funds to restricted funds		-	-	-	-
NET ASSETS		62,447	41,180	103,627	99,177
FUNDS					
Unrestricted income funds	12	62,447	-	62,447	67,996
Restricted income funds	12	-	41,180	41,180	31,181
TOTAL FUNDS		62,447	41,180	103,627	99,177

These financial statements were approved by the members of the committee on the xxst April 2017 and are signed on their behalf by:

Revd Lesley Bilinda
Vicar & Trustee

ST ANDREW'S CHURCH PCC

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2016

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under historical cost conventions, except for investments which are included at market value, and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities Act 1993.

Fixed assets

All fixed assets are initially recorded at cost.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	Total Funds 2016 £	Total Funds 2015 £
Donations and other income		
Standing order donations	38,610	41,181
Sunday collections	13,439	14,366
Legacies and donations	12,815	2,415
Hall hire	50,730	48,956
Homeless project	1,179	3,472
Weddings, banns, funeral fees	4,500	7,662
Rent "Into University"	25,042	23,254
Grant received from vicarage rental income	1,291	30,000
Café refreshments income	2,642	5,700
Fairs and occasional activities	5,627	6,236
Mobile phone mast income	14,300	15,319
Other income	2,675	2,724
Total	172,850	201,285
Grants Receivable		
Other grants	45,983	18,167
Total	45,983	18,167
	218,833	219,452

3. INVESTMENT INCOME

	Total Funds 2016 £	Total Funds 2015 £
War Loan redemption	-	130
Bank interest receivable	-	2
	-	132

ST ANDREW'S CHURCH PCC
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
YEAR ENDED 31 DECEMBER 2016

4. COSTS OF CHURCH ACTIVITIES

	Total Funds 2016	Total Funds 2015
	£	£
Church running costs		
Common Fund	61,724	59,208
Church management	57,016	70,400
Minor building repairs and maintenance	7,678	7,919
Insurance	7,018	6,952
Depreciation on fixed assets	4,127	3,684
Church activity costs		
Direct costs of church activities	25,937	26,125
Homeless project costs	1,961	3,168
Parish office expenses	1,678	4,420
Charitable giving	3,120	3,734
Community projects	42,864	15,292
	<u>213,123</u>	<u>200,902</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2016.

There were no trustees' expenses paid for the year ended 31 December 2016.

6. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	Year To	Year To
	31 Dec 16	31 Dec 15
	£	£
Wages and salaries	38,974	51,112
Social security costs	13,890	14,754
	<u>52,864</u>	<u>65,866</u>

The average number of employees during the period, calculated on the basis of full time equivalents, was as follows:

	Year To	Year To
	31 Dec 16	31 Dec 15
Staff – church activities	2	2

No employee received remuneration of more than £60,000 during the period.

7. TANGIBLE FIXED ASSETS

	Equipment & Furniture	Total Tangible Assets
	£	£
COST		
At 31 December 2015	36,840	36,840
Additions	4,428	4,428
At 31 December 2016	<u>41,268</u>	<u>41,268</u>
DEPRECIATION		
At 31 December 2015	11,590	11,590
Charge for the year	4,127	4,127
At 31 December 2016	<u>15,717</u>	<u>15,717</u>
NET BOOK VALUE		
At 31 December 2015	25,250	25,250
At 31 December 2016	25,551	25,551

8. INVESTMENTS

Movement in market value

	31 December 16	31 December 15
	£	£
Market value	-	130
Historical cost	-	130

**ST ANDREW'S CHURCH PCC
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
YEAR ENDED 31 DECEMBER 2016**

Analysis of investments at 31 December 2016 between funds

	31 December 16	31 December 15
	£	£
UK quoted fixed interest securities	-	130

9. DEBTORS

	31 December 16	31 December 15
	£	£
Receivable from Into University	-	300
Gift Aid recoverable	32,539	33,330
Employers NI relief receivable	5,500	-
	<u>38,039</u>	<u>33,630</u>

10. CREDITORS Amounts falling due within one year

	31 December 16	31 December 15
	£	£
Accounts payable and accruals	5,820	4,150
Church creditors	782	782
Deferred grants income	39,336	23,768
Payroll creditors	1,598	1,780
	<u>47,536</u>	<u>30,480</u>

11. CREDITORS Accounts falling due after more than one year

	31 December 16	31 December 15
	£	£
Long term creditors	-	-
	<u>-</u>	<u>-</u>

12. MOVEMENT IN FUNDS

	At 1 January 2016	Net movement in funds	Transfers between funds	At 31 December 2016
Unrestricted funds	67,996	5,233	(10,782)	62,447
Restricted funds	31,181	(783)	10,782	41,180
	<u>99,177</u>	<u>4,450</u>	<u>-</u>	<u>103,627</u>

13. CAPITAL COMMITMENTS

At 31 December 2016 there were no capital commitments.

14. POST BALANCE SHEET EVENTS

There were no significant post balance sheet events.

15. GOVERNANCE COSTS

	Total Funds 2016	Total Funds 2015
	£	£
Independent examiner's fee	<u>1,260</u>	<u>750</u>