



Saint Michael and All Angels Church

Bedford Park

Annual Report and Accounts 2019





**St Michael and All Angels PCC
Year to 31st December 2019**

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St Michael and All Angels Parochial Church Council (PCC)

St Michael and All Angels PCC has the responsibility of cooperating with the incumbent, Father Kevin Morris, in promoting within the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, social and ecumenical. This includes responsibility for the administration and finances of the parish, the acquisition and management of Church property, the framing of an annual budget for maintenance of the Church's work, and the care, maintenance, preservation and insurance of the fabric of the Church and its grounds, together with its goods and ornaments. All this is done within the framework of the Church's mission statement:

St Michael's exists within the Anglo-Catholic tradition: to offer worship to God, to proclaim the gospel and share the experience of the love of God with all people.

Members of the PCC are either ex-officio (The Vicar, the Curate, the Wardens and Deanery Synod members) or elected at the Annual Parochial Church Meeting (APCM) to serve a term of three years, in accordance with The Church Representation Rules. The PCC is registered as a charity with the Charity Commission (registered number 1133805). Members of the PCC are trustees of the charity. Since the last APCM on 28 April 2019 the following have served as members:

Ex-officio Members

Incumbent	Father Kevin Morris – Chairman
Curates	Father Edward Barlow (up to June 2019) Father Thomas Couper (from July 2019)
Churchwardens	Ms Dinah Garrett (Vice-Chair) (also Deanery Synod Representative) Mrs Helen Wareham
Deanery Synod Representatives	Mrs Mary Pears (also member of the Archbishop's Council) Mrs Kay Porter Mrs Nicola Chater

Elected Members

Dr Alison Baker – Secretary
Mrs Alyson Mitchell – Treasurer
Ms Claire Barrell*
Mr Allan Donner*
Mr Andrew Maud
Ms Sarah Popoola
Sir Michael Pownall*
Mrs Jane Trigle
Mrs Christina Whiteway

* Will step down at APCM 2020

Committees

The PCC is assisted in its work by several committees with a PCC member appointed to each as a liaison person:

Standing Committee – This is the only committee required by law. It is made up of the Vicar, the Wardens, the Treasurer, and the Secretary. It has the power to transact the business of the PCC between meetings – subject to any directions given by the PCC.

Charities Group – co-ordinates the Church's charitable giving.

Children's Church Group – attends to matters relating to children's worship.

Baptism Visitors Group – undertakes Baptismal visits and preparation within the parish in co-operation with the Vicar and Curate.

Festival Committees – three committees, overseeing the management of Green Days, the Bedford Park Festival and the Chiswick Book Festival.

Sidespeople – volunteers who welcome people to services, take the collections and support the smooth running of the services.

The mission of the Church is also pursued through a wide range of other committees and groups of volunteers including the Servers, the Readers, the Gardeners, the Flower Arrangers, the Brass Cleaners, the Reflections Group, the Hospitality Teams, two Book Clubs and two choirs.

Staff

Anna Benson is our Parish Manager and we are greatly indebted to her for all that she does. The office has been particularly busy this year and thanks are due to Claire Barrell who stepped in to support the office on an increasingly regular basis. Our caretakers, Ken Phayre and Lee Griffin, have continued to provide invaluable help.

Jamilla Amra, our professional bookkeeper and now also the book-keeper for St Peter's Church, has continued to play a full role throughout the year in the preparation of the accounts, for which we are incredibly grateful.

Statement of Responsibilities of the Parochial Church Council

The members of the PCC are responsible for preparing the Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accountancy Practice).

The law applicable to charities in England and Wales requires the members of the PCC to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charity and of its incoming resources and application of resources for the financial year.

In preparing these financial statements, the PCC is required to:

- select suitable accounting policies and then apply them consistently.
- make judgements and estimates that are reasonable and prudent.
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the charity will continue in operation.

The PCC is responsible for keeping sufficient accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable it to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. It is 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.

Public Benefit

The Church, as a charity, not only serves communicants and members of the Electoral Roll but the entire local community in Chiswick by:

- Being open to the public each day to provide a space for worship, personal prayer or quiet reflection.
- Providing a meeting place for community groups, concerts and functions. Local schools make extensive use of the church halls.
- Organising the Bedford Park Festival, including the Green Days fete, and the Chiswick Book Festival, which are attended by thousands of the wider community.
- Supporting a local food bank with regular donations, and providing clothing to a local charity, which works with socially and economically disadvantaged people.
- Hosting a Cards for Good Causes shop at Christmas.
- Fundraising for three selected charities each year.

Some of these activities are described in more detail in this report.



Achievements and Performance

Church Attendance

The average weekly attendance at St Michael's Sunday Mass during 2019 was 170 (including children and young people).

The Electoral Roll

The Electoral Roll is the Church's official register of those qualified to attend and vote at the Annual Parochial Church Meeting where elections are held for the PCC and the parish representatives on the Deanery Synod. It is intended to enable church people at every level to be in touch with the whole Church and to play their part in decision-making. At a more personal level, being on the Electoral Roll is a way of saying "I belong"; it is an act of commitment to this Church and the Church as a whole.

The Electoral Roll is revised annually but every six years we are required to prepare a completely new Roll which means that everyone, whether their name is entered on the current Roll or not, is required to apply for enrolment.

During 2019 we prepared a new Roll and there are currently 273 enrolled compared with 377 on the previous Roll. Over half of those on the roll live outside the parish.

The reduction in numbers this year is due in part to redoing the roll: we are working hard to ensure everyone understands they need to reapply, and the number has increased slightly during the year. A group of our members has transferred to St Peter's Acton Green as part of our mission outreach in that area.

Vicky Brooke is our Electoral Roll Officer and we should like to thank her for her work on the Roll this year.

Children's Ministry

There is a thriving Children's ministry at St Michael's. This includes: a Family Service once a month; a Junior Church; a Youth Church; a 'Little Angels' playgroup which meets once a week; and a children's crèche. Children also take on valuable roles in our serving team.

Outreach

The 53rd Bedford Park Festival started with Green Days, held on Acton Green on 8th and 9th June. Green Days offered musical entertainment, many activities for children, and a wide range of stalls and food outlets. Stalls on the Saturday were mostly run by volunteers from the congregation and on the Sunday they showcased local crafts people. Mass on the Green was well attended: the preacher was the most Revd Barry Morgan, Former Archbishop of Wales. The Arts Festival over the following two weeks featured drama, several concerts, an art exhibition and open gardens.

The 11th Chiswick Book Festival in September offered a greater number of sessions than previously and attracted record ticket income. Among the speakers were: A.N.Wilson, Cressida Cowell, Max Hastings, and Peter Frankopan. The Children's Festival offered a more extensive and varied programme than previously and was supported by a newsletter which will continue throughout the year and includes resources for schools. The Cookbook Festival ran alongside the Book Festival with a range of demonstrations and tastings as well as talks. The Chiswick Book Festival and Cookbook Festival donated £5000 to each of the three charities supported by the festivals and to St Michael and All Angels.

Music

Music is an integral part of worship at St Michael's. The adult choir rehearses every week and sings at Mass and Evensong once a month and also at major feasts and festivals. The Choristers, now numbering 27, lead the singing at the monthly Family Services.

The 2019 Bedford Park Festival Mass featured Haydn's Nelson Mass and the Holy Week evening concert included Gavin Bryars' Jesus' Blood.

The monthly lunchtime organ recitals have been advertised more extensively this year and are now attracting a larger audience to hear celebrated organists.

This year we were pleased to welcome an assistant organist, Jack Spencer.

Huge thanks are due to our Director of Music, Jonathan Dods, and to Vicky Brooke who leads the Choristers.

Lent

A group of about 20 church members took part in a Week of Accompanied Prayer led by Alison Christian of the London Centre for Spiritual Direction. The aims of the week were to help people to engage more deeply with their prayer life, assist those who are finding it difficult to pray and to explore different ways of praying and listening to God. Our thanks to Jane Thomson who organised the week.

Remembrance

We commemorated the 75th Anniversary of the V2 bomb that destroyed the Chiswick School of Art building in Bath Road (forerunner of Chiswick Arts Ed.) with an exhibition comprising a repeat of a display originally created by Val Bott and reproduced by Torin Douglas, augmented by a board narrating the story of the destruction of St Michael's original East window by the same attack.

We also featured the two victims of WW2 named on the parish memorial: Mabel Harmer, a parishioner killed by a bomb in Thornton Avenue in 1944, and Signalman Jack Benjamin White, killed at Anzio.

We remembered the Fallen of the Parish of Bedford Park in our Remembrance Sunday Requiem Mass. We displayed the 500 knitted poppies which were made for the church in 2018 and set out the ten transparent silhouette figures donated by the Armed Services Covenant Fund.

Visiting Preachers

The celebrant at our confirmation service was the Rt Reverend Michael Marshall Honorary Assistant Bishop in the Diocese of London. Other visiting speakers were Fr David Adamson, Asst Priest of St George's Southwark; Fr Richard Collins, Vicar of Christ the Saviour, Ealing; the Rt Revd Graham Tomlin, Bishop of Kensington; Mthr Eileen McGregor, Associate Vicar at St Nicholas, Chiswick; and Fr Alan Trigle, Asst Priest of St Nicholas, Chiswick.

Pilgrimage

In October a large group of Church members made a pilgrimage to Romania to view the painted monasteries. The group travelled from Bucharest through the Transylvanian Alps to Bucovina, where they viewed the exquisite frescos at some of the monasteries, including Moldavita and Voronet, before ending the trip in Transylvania. We were mostly blessed with warm weather, and thanks are due to Father Kevin and Canon Nicola Stanley for their inspiration and guidance.

The Departed

Sadly, we lost some long-standing members of the congregation during the year, including Michael Broom, David Budworth, Sonia Rosenthal and Cerise Heslop. They are all missed, and we remember with gratitude the contributions they made to St. Michael's over the years.

Financial Review

The Church Account

Planned giving and collections at our services remain the two major sources of income for the Church account. An appeal for an increase in funds was held in Lent. It focussed on the advantages of planned giving and of the Parish Giving Scheme, which is a direct debit scheme run by a charitable company owned by participating Dioceses. The scheme undertakes all the administration involved in the donation process, including claims for gift aid. It also offers to donors the option of an annual inflation linked increase. It is good to report that the amount raised by planned giving increased from £107,320 in 2018 to £115,345, although collections at services decreased marginally from £19,130 to £18,908. A further appeal will be held in Lent 2020.

Our Common Fund contributions to the London Diocese increased from £92,000 in 2018 to £95,000. This is significantly above the standard cost of a London parish in 2019 (£82,800), which means that, as usual, St Michael's can help support those less well-resourced churches which are unable to meet the standard cost. For the first time for some years, the Church was required from July 2019 to pay half of the salary and associated costs of the Curate.

As indicated in the 2018 annual report, much work has been carried out since the last quinquennial inspection of the Church building and fabric in 2015, in particular a programme of stonework restoration. The south side of the Church was restored in 2016 and the west front in 2018.

There were insufficient funds to continue the programme in 2019, but it is hoped to continue the restoration work in 2020 with work on the north side of the Church.

A further quinquennial inspection took place in November 2019, and the PCC will consider the report and the proposed restoration work early in 2020.

The Church continues to support its sister Church, St Peter's, Acton Green, including providing part of the cost of its Parish Administrator, Tassy Russell.

The Parish Hall Account

Income from the Parish Halls in 2019 totalled £134,980 which was significantly lower than in 2018 (£148,486). This was partly due to a regular hirer moving to another location. It should be noted, however, that the total costs associated with the Halls, which include management and administration costs (£99,276), were significantly lower than in 2018 (£104,967).

In accordance with normal practice, a proportion of the Hall income is each year designated towards the cost of redecorating the Hall rooms and maintaining the parish house in Quick Road. In 2019 the parish house needed significant refurbishment prior to occupation by the new Curate, Father Thomas Couper, and his family in June. This refurbishment cost £12,500.

As in previous years, 25% of the Hall management and administration costs have been charged to the Church account as a reasonable approximation of the Parish Manager's time in supporting the activities of the Church. This arrangement goes some way to ensure that more of the direct costs of the Church are funded by the congregation.

The Festival Account

As in previous years, the two Green Days on Acton Green and the Bedford Park Festival in June continue to be a major source of income for the Church.

The total income in 2019 was £110,648 down slightly on the 2018 total (£113,390). The costs involved in running both the Green Days and the Festival have grown significantly in recent years but at £74,329 were slightly lower than in 2018 (£79,691) (in 2017 £70,270).

As usual, the Church retained 50% of the profits of the Festival. 25% of the profits was donated to the St Michael and All Angels Trust and the remaining 25% was used to support our three chosen charities: The Upper Room, The Amber Trust and Water Harvest.

The Chiswick Book Festival was even more successful than in 2018, in itself a record year. As before, including a parallel Cookbook Festival, events were held in a range of locations inside and outside the Church. 4,772 tickets were sold with a total income of £51,042 (£43,870 in 2018) and costs of £18,538. It was possible to make payments of £5,000 to the three charities supported by the Festival: Interact Stroke Support, The Felix Project and Doorstep Library Network.

The success of these festival events is due in no small part to the dedication and hard work of those parishioners responsible for them and to the other volunteers who put in many hours' work to ensure a successful outcome.

Balance Sheet

Cash in the bank at the year-end was £261,881 (2018: £196,774). At the balance sheet date the Parish has net current assets of £239,251 and hence is able to meet its liabilities as they fall due.

The PCC is satisfied that the parish has sufficient resources, along with income received in 2019 from donations, Hall lettings and the Bedford Park and Book Festivals, to meet its liabilities as they fall due.

Reserves Policy

It is the PCC's policy to maintain a balance on unrestricted funds wherever possible equal to six months' expenditure. It is our policy to invest funds in high interest savings accounts.

Charities

It was another successful year for charitable fundraising at St Michael's. A range of events and activities was held in support of the three charities supported by the Church (the Upper Room, the Amber Trust and WaterHarvest), including a race night, a concert, carol singing at Turnham Green Tube, a sponsored water carry by the Children's Church and a cross-channel swim by a member of the congregation. £14,289 was raised specifically for the benefit of the three chosen charities and they received a further £8,433 from the profits of the Bedford Park Festival. A more detailed account of charitable fundraising in 2019 will be made available by the Charities Group.

There was no rotation of charities this year since the Upper Room was approved for a further three years' support with effect from January.

The 2019 Lent Appeal provided a second year of support for a Christian Aid project in Ghana: Growing Economic Opportunities for Young People. £2,460, including Gift Aid, was raised for this project and, added to the funds from Lent 2018, attracted three times matched funding from the European Union.

A further £1,153 was raised from the annual Christian Aid appeal held in May.

Governance

Clergy

Fr Kevin Morris remains our Vicar; Fr Fabrizio Pesce is Associate Vicar; Fr Graham Morgan, Fr Neil Evans and Mthr Maggie Davidge-Smith are our Honorary Assistant Priests. During 2019 Fr Thomas Couper replaced Fr Edward Barlow as our Curate and we said goodbye to Fr John Gibaut, one of our Honorary Assistant priests, who returned to Canada.

The PCC in 2019

The PCC met eight times and average attendance was 78%, (74% in 2019). Each meeting of the PCC begins with Mass and a discussion based around the Gospel reading. The PCC Away Morning was held in September 2019 at St Mary's Convent in Chiswick. The Away Morning is a time set aside to pray, study, reflect, discuss, plan and get to know one another better. In 2019 the PCC reflected on evangelism and how we could increase the numbers attending church.

At the APCM we will be saying goodbye to PCC members Allan Donner, Michael Pownall and Claire Barrell. We are very grateful to them for their contribution.

Health and Safety/Risk Management

This is kept under constant review and in 2019 the PCC:

- Approved the written Health and Safety Policy and re-appointed Chris Bradley as Health and Safety Officer. Risk assessments are carried out for all major events.

Approved a Safeguarding Policy Statement in line with the model statement from the Diocese of London. We re-appointed Jane McCabe as Safeguarding Officer and

Jim Russell as Disclosure and Barring Service (DBS) checker.

- Drew up a guide to safeguarding at St Michael's with a list of contacts within and without the church. This is available on noticeboards and with single-click access on our website.
- Appointed Fr Thomas Couper as Children's Champion.
- Received the annual report on safeguarding from the safeguarding officer, Jane McCabe, and ensured safeguarding is a standing item on the PCC agenda.
- Approved the processes for managing risks at Green Days and the Chiswick Book Festival.

General Data Protection Regulations

Since May 2018 these strict regulations been in force. The Church mailing lists keep names unseen in emails except for small working groups, where members have positively opted into disclosure. This is kept under constant review. Care is taken that any sensitive information is kept safe in the Parish Office.

Last year there was one data breach. After careful consideration and discussion with all those involved, it was not reported to the Information Commission's Office but lessons were learnt and consequently more care has been taken.

The Church's Privacy Notice is available at the back of the Church and online. The Data Controllers for the Church are Dinah Garrett and Christina Whiteway, working closely with the Parish Managers.

St Peter's Church, Acton Green

St Peter's Church, Acton Green, is a standalone parish closely associated with St Michael's. Fr Kevin Morris is also Vicar of St Peter's. The Associate Vicar is Fr Fabrizio Pesce. A variety of community activities at St Peter's continues to attract a growing congregation. There is a thriving Children's Church on Sundays, and the Church regularly hosts classical concerts and choral performances, a quiz and a Christmas fair.

Italian Mission

Fr Fabrizio continues to develop and expand the mission and ministry into the Italian community with monthly Italian masses, children's Italian storytelling sessions and regular cultural events.

Mindfulness and Meditation

St Peter's runs regular Mindfulness and Christian Meditation courses. It is planned, as part of the vision of the Church, to reach out to the local community as a Centre for Mindfulness and Spirituality.

Community Activities

The 'Little Fishes' playgroup continues to thrive and has its own social media presence.

The monthly coffee morning draws new people into the Church for a chat and home-made cake.



Plans for 2020 and Conclusions

Memorial Space

Discussions continued throughout the year on the best way forward for the proposed memorial space by the south east corner of the Church. The advisory group has encouraged the PCC to think about the use of the wider space around the church, allowing more room for the burial of ashes and creating a more integrated area around the church. It is planned to widen the path to the church and include seating.

It is intended that the memorial space and garden should be developed in a way which is both sustainable and less demanding of maintenance, and in sympathy with the Arts and Crafts architecture of the church, with a design which reflects our Christian witness. The possibility of implementing the project incrementally, with a review at each stage, is being explored.

In 2020 it is planned to develop a brief and interview prospective landscape designers with a view to selecting one to work with us on implementing their design. The plans will be communicated to the congregation at regular intervals.

The Church Building

The quinquennial inspection which took place in 2019 identified several areas where work will be required. A plan will be drawn up for carrying out these works in the most cost-effective way. In the longer term there will need to be a fund-raising appeal to support the renovation of the north side of the building.

Environmental Issues

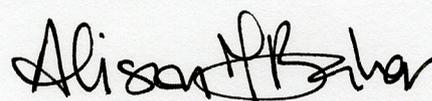
St Michael's recognises the importance of caring for our environment as part of our Christian stewardship. We are continuing to seek out ways of reducing use of paper, encouraging less use of cars and reducing the use of non-recyclables. Environmental themes will continue to be a regular feature of activities in the crèche and the children's church and in our worship.

Conclusions

St Michael and All Angels Church is in good heart as we strive to be at the centre of our community life. We are a welcoming and inclusive church with a focus on worship as a means of loving service to God and our neighbours. The number of ministry and task based groups, and individuals taking on particular responsibilities among us, testify to the vitality of our life and our two annual Festivals help us to make significant relationships with the wider community.

It is our hope to grow stronger in our faith through worship, more hospitable through our fellowship, deeper through discipleship, broader through our ministry, mission and evangelism and more generous in our giving.

Alison Baker
PCC Secretary
April 2020



**Independent Examiner's Report to the
Members of the Parochial Church Council of St Michael and All Angels, Bedford Park London**

Year Ended 31 December 2019

I report on the accounts of the PCC of St Michael and All Angels, Bedford Park for the year ended 31 December 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cashflow Statement and the related notes.

Responsibilities and basis of report

The PCC Members are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of PCC of St Michael and All Angels Church accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the ICAEW.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts did not accord with the accounting records or
- the accounts did 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

A. E. Harraghy

Anne Harraghy BA FCA
PK Audit LLP
Chartered Accountants
1 Parkshot
Richmond
Surrey
TW9 2RD

Date: 27 July 2020

St Michael and All Angels PCC
Statement of Financial Activities
For the Year ended 31st December 2019

		Unrestricted	Designated	Restricted	Total Funds	
	Note	Funds	Funds	Funds	2019	2018
		£	£	£	£	£
Incoming Resources						
Incoming resources from donors	2a	137,529	-	-	137,529	129,627
Other voluntary incoming resources	2b	7,512	13,740	18,298	39,552	38,374
Income from charitable & ancillary trading	2c	304,151	-	-	304,151	317,348
Other ordinary incoming resources	2d	2,957	-	-	2,957	11,564
Total Incoming Resources		452,149	13,740	18,298	484,189	496,913
Resources Expended						
Charitable Givings	3a	23,433	-	18,298	41,731	48,373
Activities directly relating to the work of the Church	3b	168,055	-	-	168,055	232,589
Fund raising	3c	193,990	-	-	193,990	205,263
Church management & administration	3d	22,284	-	-	22,284	21,927
Total Resources Expended		407,762	0	18,298	426,061	508,152

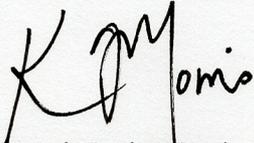
St Michael and All Angels PCC
Statement of Financial Activities (continued)
For the Year ended 31st December 2019

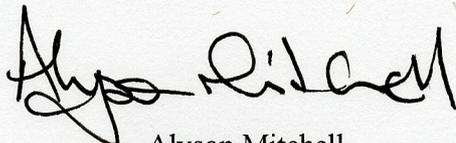
	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
	£	£	£	£	£
Excess of Income over Expenditure	44,387	13,740	0	58,128	(11,239)
WWI Expenditure					(3,699)
Hall Redecoration		(150)		(150)	10,668
Balance as at 1st January 2019	781,620	147,479	0	929,099	933,369
Balance as at 31st December 2019	826,007	161,070	0	987,077	929,099

**St Michael and All Angels PCC
Balance Sheet as at 31st December 2019**

	Notes	2019 £	2018 £
Tangible Fixed Assets	5	<u>749,132</u>	<u>749,228</u>
Current Assets			
Debtors & Prepayments	7	6,170	13,594
Cash at Bank + unrestricted		<u>261,881</u>	<u>196,774</u>
		<u>268,052</u>	<u>210,368</u>
Current Liabilities			
Creditors: Amounts falling due within one year	8(a)	<u>(30,107)</u>	<u>(30,497)</u>
		<u>(30,107)</u>	<u>(30,497)</u>
Net Current Assets / (Liabilities)		237,945	179,872
Total Assets less Current Liabilities		987,077	929,099
Creditors: Amounts falling due after more than one year	8(b)	-	-
Net Assets		<u><u>987,077</u></u>	<u><u>929,099</u></u>
Funds			
Unrestricted Funds	2 & 3	826,007	781,620
Designated Funds	4	161,069	147,479
Restricted Funds	4	<u>0</u>	<u>0</u>
		<u>987,077</u>	<u>929,099</u>
		<u><u>987,077</u></u>	<u><u>929,099</u></u>

Approved by the Parochial Church Council on 26 July 2020 and signed on its behalf by:


The Revd Kevin Morris
Incumbent


Alyson Mitchell
Treasurer

The notes on pages 20 to 30 form part of these accounts

St Michael and All Angels PCC
Statement of Cash Flows
For the Year ended 31st December 2019

	2019	2018
Net cash used in operating activities		
Net movement in funds	57,979	(4,270)
Add: Depreciation	96	4,713
(Increase)/decrease in debtors	7,424	2,173
(Decrease) in creditors	<u>(392)</u>	<u>(15,452)</u>
Net cash used in operating activities	<u>65,107</u>	<u>(12,836)</u>
Cash flows from investing activities		
Change in cash and cash equivalents in the year	65,107	(12,836)
Cash and cash equivalents brought forward	<u>196,774</u>	<u>209,608</u>
Cash and cash equivalents carried forward	<u>261,881</u>	<u>196,774</u>

St Michael and All Angels PCC
Notes to the Financial Statements
Year to 31st December 2019

Accounting Policies

a) Accounting Convention

The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to nearest £.

The accounts have been prepared under the historical cost convention, modified to include financial instruments at fair value. The principal accounting policies adopted are set out below.

The accounts have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)) - Charities SORP (FRS 102) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A and the Charities Act 2011.

The PCC continues a public benefit entity under FRS 102. The PCC consider that there are no material uncertainties about the Church's ability to continue as a going concern

b) Reconciliation with previous Generally Accepted Practice

In preparing the accounts, the PCC have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required.

c) Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Designated funds are sums set aside out of general funds for specific designated purpose. The funds can be transferred back to General funds at any time. Restricted funds represent donations or grants received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund.

d) Incoming Resources

Voluntary income and capital sources

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

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

Income tax recoverable on Gift Aid donations is recognised on an accruals basis.

Income from investments

Interest is accounted for on receipt.

e) Resources Used

Donations

Donations are accounted for when payable.

Activities directly relating to the work of the Church

The diocesan quota is accounted for when payable.

f) Fixed Assets

Consecrated land and buildings and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by s.10 of the Charities Act 2011.

Expenditure on Consecrated and beneficed property is written off when incurred.

No value is placed on movable church furnishings.

Church Halls and Other Property is stated at historical cost. No provision is made for depreciation as there is likely to be a long unexpired life and high residual value in each case (based on current values). Routine additions and replacements to Church Hall contents are charged to expenditure.

Other fixtures, fittings and office equipment

Depreciation is charged over the useful economic life of the asset – 10% to 20% straight line.

St Michael and All Angels PCC
Notes to the Financial Statements
For the Year ended 31st December 2019

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Note 2						
Incoming resources from donors						
Voluntary income	2a					
Planned giving		115,345	-	-	115,345	107,320
Collections at all services		18,908	-	-	18,908	19,130
Sundry Donations		3,276	-	-	3,276	3,177
		137,529	-	-	137,529	129,627
Other voluntary incoming resources	2b					
Candles		1,488	-	-	1,488	1,188
Legacies			13,740	-	13,740	5,000
Fees		3,729	-	-	3,729	7,792
Music Income		1,031	-	-	1,031	
Little Angels		1,264	-	-	1,264	
Special Appeals	4	-	-	18,298	18,298	24,394
		7,512	13,740	18,298	39,551	38,374

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

Note 2 (continued)	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Incoming resources from donors					
Income from charitable & ancillary trading	2c				
Bedford Park Festival	110,648	-	-	110,648	113,390
Chiswick Book Festival	51,042	-	-	51,042	43,870
Rentals, concerts & other trading activities	7,482	-	-	7,482	11,602
Parish Hall Lettings	134,979	-	-	134,979	148,486
	304,151	-	-	304,152	317,348
Other ordinary incoming resources	2d				
Miscellaneous	2,957	-	-	2,957	11,564
	2,957	-	-	2,957	11,564

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
Note 2 (continued)	£	£	£	£	£
Incoming resources from donors					
Total Incoming Resources	452,150	13,740	18,298	484,189	496,913

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

		Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
		£	£	£	£	£
Note 3						
Resources Expended						
Donations	3a					
Charitable Givings		23,433	-	18,298	41,731	48,373
		23,433	0	18,298	41,731	48,373

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

Note 3 (continued)	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Resources Expended					
Activities directly relating to the work of the Church Ministry:	3b				
Ministry:					
Curate (50% of salary)	9,875	-	-	9,875	-
Diocesan quota	95,207	-	-	95,207	92,000
Clergy expenses	5,347	-	-	5,347	4,101
Other Ministry expenses	1,644	-	-	1,644	2,704
Education	3,723	-	-	3,723	3,789
Worship	5,963	-	-	5,963	4,983
Music(including organists)	19,111	-	-	19,111	17,868
Publicity	954	-	-	954	2,213
Church running cost	17,951	-	-	17,951	20,067
Expenditure on St Peter's	3,431	-	-	3,431	3,600
Memorial Space		-		0	15,171
Major Quinquennial Works				0	51,913
Repairs, maintenance & renewals	4,848	-	-	4,848	14,180
	168,055	0	0	168,055	232,589

Memorial Space project is being funded by the legacy received.

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
Note 3 (continued)	£	£	£	£	£
Resources Expended					
Fund raising:					
	3c				
Costs of Bedford Park Festival	74,329	-	-	74,329	79,691
Costs of Book Festival	20,385	-	-	20,385	20,596
Costs of Hall Lettings & Parish Office	99,276	-	-	99,276	104,976
	193,990	0	0	193,990	205,263
Church management & administration					
	3d				
Administrator Salaries & overheads	22,284	-	-	22,284	21,927
	22,284	0	0	22,284	21,927
Total Resources Expended	407,762	0	18,298	426,061	508,152
Net Incoming/ (Outgoing) Resources	44,387	13,740	0	58,128	-11,238

Administrator salaries & overheads represent 25% of total staff and office costs.

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

Note 4 Designated Funds

Analysis of Funds

	Designated Funds				Total	Restricted	
	Legacies	Organ Fund	Mission & Causes & Vestments	Hall Repainting Fund		Special Appeals	Other Restricted Funds
	£	£		£	£	£	
Balance as at 1st January 2019	136,810			10,668	147,478	-	-
Incoming resources from donors	13,740	-		-	13,740	18,298	-
Activities for generating funds				11,751	11,751		
	13,740	-	-	11,751	25,491	18,298	-
Cost of generating funds							
Expenditure				11,901	11,901	18,298	
	0	-	-	11,901	11,901	18,298	-
Net operational deficit/surplus	13,740	-	-	150	13,590	-	-
Intra-fund transfers					-	-	
Balance 31st December 2019	150,550	-	-	10,518	161,068	-	-

St Michael and All Angels PCC

Notes to the Financial Statements (continued)

For the Year ended 31st December 2019

Note 5 Fixed Assets

	Parish Hall	Parish House	Office Equipment	Total
	£	£	£	£
Gross Book Value				
At 1 January	589,407	158,910	39,985	788,302
Additions	-	-	-	0
	<u>589,407</u>	<u>158,910</u>	<u>39,985</u>	<u>788,302</u>
Depreciation				
At 1 January	-	-	39,074	39,074
Charge for the year	-	-	96	96
	<u>-</u>	<u>-</u>	<u>39,170</u>	<u>39,170</u>
Net Book Value 2019	<u>589,407</u>	<u>158,910</u>	<u>815</u>	<u>749,132</u>
Net Book Value 2018	<u>589,407</u>	<u>158,910</u>	<u>911</u>	<u>749,228</u>

The Parish House

The freehold land and buildings represent the Parish House situated at 33 Quick Road, Chiswick.

The Parish Hall

The valuation of the Parish Hall represents the cumulative costs to 31 December 2019 of the redevelopment.

Consecrated and Benefice Property

This is not included in the accounts in accordance with s.10(2)(a) of the Charities Act 2011.

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

Note 6 Analysis of Net Assets by Fund

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	
	£	£	£	2019 £	2018 £
Fixed Assets	749,132	-	-	749,132	749,228
Current Assets	106,983	161,069	-	268,052	210,368
Current Liabilities	(30,107)	-	-	(30,107)	(30,497)
Non current Liabilities	-	-	-	-	-
	<u>826,008</u>	<u>161,069</u>	<u>0</u>	<u>987,077</u>	<u>929,099</u>

Note 7 Current Assets

Within Current Assets:

+ Sundry Debtors & Prepayments	6,170	-	-	6,170	13,594
	<u>6,170</u>	<u>-</u>	<u>-</u>	<u>6,170</u>	<u>13,594</u>

Note 8(a) Current Liabilities

Within Current Liabilities:

+ Creditors & Accruals	(30,107)	-	-	(30,107)	(30,497)
	<u>(30,107)</u>	<u>-</u>	<u>-</u>	<u>(30,107)</u>	<u>(30,497)</u>

Note 9 PCC Employees & Members

The PCC employed two parish managers on a job share and two caretakers, none of whom were paid more than £60,000 for these services (2018: Nil).

The Vicar and Curate were paid a total of £5,347 (2018: £4,101) in expenses, fees and allowances in 2019.

In addition Claire Barrell was paid £8,928 through her company JohsonBarrellCon for temporary employment as Parish Adminrator.

Nicola Chater was paid £4,000 for her work as Bedford Park Festival Administrator.

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

Note 10 Independent Examiner's fees

Independent Examination fees are £3,190 inclusive of VAT (2018 £3,840).

Note 11 Related Party Transactions

Fr Kevin Morris is a trustee of The St Michael & All Angels Church Bedford Park Trust, a registered charity (number 1099117) founded in 2003. The other trustees are Eileen McGregor (a former member of the PCC and former churchwarden) and John Little (a former PCC Treasurer). The objects of the Trust are i) to further the religious and pastoral work of the Church of England in the ecclesiastical parish of St Michael & All Angels, Bedford Park, and ii) to support the ecclesiastical parish of St Michael & All Angels, Bedford Park in its responsibility for maintaining and developing the fabric of the buildings used by the parish in its worship and other aspects of its ministry. The PCC has received the declaration of Trust and the audited financial statements of the Trust for the year ending 31st December 2019.

It is the current policy of the PCC that all legacies received be passed on to the Trust; however in 2019, one legacy was received for £13,740 by the Church (2018:£5,000) to be used at the discretion of the Vicar and the church wardens.

Details of expenses reimbursed to PCC members for purchases made on behalf of the Church.	2019	2018
	£	£
Nicola Chater (Church Warden)	488	1866
Dinah Garrett (Church Warden)	1128	2287
Michael Pownall (Treasurer)		4026
Christina Balmer	194	182
Claire Barrell	802	1306
Ian Flatman	590	480
Alyson Mitchell	7090	
Kay Porter	15	

The expenses claimed by Alyson Mitchell were for a payment made on behalf of the Church to the charity Water Harvest which facilitated matched funding to the Charity. As discussed in advance by PK Audit LLP, the Independent examiners.

St Michael and All Angels PCC
Notes to the Financial Statements (continued)
For the Year ended 31st December 2019

Note 12 Capital Expenditure Commitments

There are no capital commitments outstanding as at 31 December 2019.

Note 13 Other Commitments

At 31 December 2019, the PCC has a lease rental obligation to pay 12 quarterly instalments of £2,000 plus VAT to CF Corp Finance Financial Services Limited for the photocopier in the Parish Office.

Note 14 Loans

No outstanding loans.

Note 15 Restricted & Other Restricted Funds

Special Appeals - Charitable donations raised and payable to the three charities supported by the Church and certain other charities.
Other Restricted Funds - No restricted funds



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