

THE PARISH OF ST HELEN BISHOPSGATE WITH ST ANDREW UNDERSHAFT AND ST  
ETHELBURGA BISHOPSGATE AND ST MARTIN OUTWICH AND ST MARY AXE

## **Report and Financial Statements**

**of the Parochial Church Council**

For the year ended 31 December 2019

**Charity Registration Number 1131501**

## PCC Annual Report

for the year ended 31 December 2019

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### Officers

Rector	The Reverend W Taylor
Associate Rector	The Reverend C Skrine
Curates	The Reverend Dr A Glyn The Reverend M Mantle The Reverend L Cornelius
Church Wardens	Mr J Anderson Mr R Anderson Mr R Andrews Mr A Ross Mr P Simpkin Mr R Tett
Secretary	Mr A Wales
Treasurer	Mr J Anderson

**Address** St Helen's Church Office, Great St Helen's, London, EC3A 6AT

**Partnership & Projects Leader** Mr B O'Donoghue

**Operations Manager** Mr J Barrington

**Auditors** Griffin Stone Moscrop & Co, 21-27 Lamb's Conduit Street, London, WC1N 3GS

**Bankers** National Westminster Bank Plc, 49 Bishopsgate, London, EC2N 3AS

The Parochial Church Council is a corporate body established by and operating under the Parochial Church Councils (Powers) Measure 1956.

The PCC is registered with the Charity Commission as 'The Parochial Church Council of the ecclesiastical parish of St Helen, Bishopsgate' with registration no. 1131501.

## PCC Annual Report

for the year ended 31 December 2019

Since 1 January 2019 to the date of approval of this report, the PCC members, who act as trustees of the registered charity, comprised:

Rev W Taylor	Chairman and Rector	
Rev Dr A Glyn		
Rev M Mantle		
Rev C Skrine		
Rev J Houghton		
Rev L Cornelius		From 1 September 2019
Mr J Anderson CBE	Vice Chairman, Treasurer and Warden	
Mr R Anderson	Warden	
Mr R Andrews	Warden	
Mr A Ross	Warden	
Mr P Simpkin	Warden	
Mr R Tett	Warden	
Ms N Breckwoldt		To 29 April 2019
Ms L Brock		
Mr C Campbell		To 29 April 2019
Mr E Bradley		From 29 April 2019
Mr S Congdon		
Mr R de Villiers		From 29 April 2019
Mrs S Finch		
Mr P Hagenbuch		From 29 April 2019
Dr G Haire		
Dr M Hall		
Mr S Harbage		To 3 August 2019
Ms C Hardwick		From 29 April 2019
Ms M Heath		From 29 April 2019 to 1 July 2019
Mr S Hogan		From 29 April 2019
Mr C Kasenene		
Mr R Keep		
Ms A Lamb	Co-opted	From 18 November 2019
Mrs C Lau		
Mr C Longden		
Miss K Malcolm		
Dr M Maruthappu		
Miss O Momoh		
Mr Y Monclair		
Mr S McGowan		
Mr D Nartey		
Ms M Nikoi		To 29 April 2019
Ms M Okine		
Mr J Pulman		To 29 April 2019
Mr G Silk		To 29 April 2019

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**for the year ended 31 December 2019**

Mr L Swatman

Mr P Swift

To 29 April 2019

Dr Y-C Teh

Mr M Thorpe

Miss S Too

Dr S Trowbridge

Miss H Tyler

Mr D Vinton

Mr A Wales

Secretary

Mr T Webster

To 29 April 2019

Mr B Wong

To 29 April 2019

Mr J Xiao

From 29 April 2019

In addition, Miss E Davison was Electoral Roll Officer and Mr P Desmond was Bookstall Manager.

## **PCC Annual Report**

**for the year ended 31 December 2019**

### **Strategic Report**

#### **Objectives and activities**

The primary objective of all PCCs is the promotion of the Gospel of our Lord Jesus Christ for the benefit of the public.

Our church has as its stated objective to bring glory to God by knowing Him and making Him known as we proclaim Jesus Christ. The church, as in previous years, pursues this objective under three headings, namely “Reach out, Build up and Send out” – reaching out with the Gospel of Christ to those who would not call themselves Christian; building up believers to maturity in Christ; and sending people out from the congregation to serve Christ both in the UK and overseas.

The PCC is required to report on the criteria or measures used to assess success. The Bible teaches us to proclaim the Gospel of our Lord Jesus Christ faithfully, clearly and unashamedly but leave the results to God (e.g. Mark 4). Therefore, although any gospel growth is a great encouragement, the success in achieving the church’s aims and objectives is not measured by the number of attendees or by growth in numbers. Rather, the aim of the ministry activities of the church is to seek to provide people with opportunities to hear the Gospel and to respond in repentance and faith. The PCC assesses success in terms of whether this is being undertaken in obedient faithfulness.

The PCC seeks to assist, support, encourage, and provide resources for the Rector and staff in promoting the work of reaching out with the Gospel, equipping the church family to do so, building up Christians, and sending out full-time workers into gospel ministry.

The PCC has considered the Charity Commission’s guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. The activities of the church in the pursuit of its aim include Sunday services, Christianity Explored, Tuesday and Thursday lunchtime meetings, gospel work at other locations within the City and beyond, Read Mark Learn, Central Focus, the Partnership, the youth work and Sunday School, other small groups, the Associate (formerly the Ministry Trainee) Scheme, church planting, Mission Partner support, prison ministry, ministry on local housing estates, and a stay-and-play mums and toddlers group for people in the local community with young children. All the activities of the church are regularly monitored and reviewed by the PCC against the yardstick of the church’s aim and objective. The achievements in 2019 are set out under the heading ‘Review of achievements and performance in 2019’ below. The activities provide benefit not only to those who are regular attendees of the various church services, meetings and events, but also to those who work and live in the parish area as well as the other communities in which we serve.

The activities of the PCC are pursued not just by members of the church staff. The church is heavily dependent for its activities upon the service of the church family – and rightly so. It is of the essence of gospel partnership that the work of the church be pursued by the whole congregation of believers and that the leaders of the church should seek to equip all members of the church family to play their part.

It is the aim and intention of the PCC that the entirety of its financial resources be carefully devoted to the pursuit of the church’s stated objective.

#### **Financial review**

The financial review set out on pages 7-9 forms part of this PCC Report.

#### **Structure, governance and management**

The PCC is a body corporate established by and operating under the Parochial Church Councils (Powers) Measure 1956. It is a charity registered with the Charity Commission under registration no. 1131501. The appointment of PCC members is governed by the Church Representation Rules (2018) and will now be governed by the Church Representation Rules (2020). The church is part of the Diocese of London of the Church of England and implements national Church of England policies as required by the Diocese of London.

There were 53 members of the PCC in 2019, elected, ex officio and co-opted, drawn from the midweek and Sunday congregations. During the period of the report there were 15 elected members at any one

## **PCC Annual Report**

**for the year ended 31 December 2019**

time. The balance comprised the clergy and members who, as churchwardens or members of the General, Diocesan or Deanery Synods, are ex officio members. Three members of the church staff regularly attend meetings by invitation. In addition to the statutory standing committee, the PCC has a finance committee, a buildings committee, an IT Committee, an international steering group, a safeguarding committee, and a UK mission committee.

- The finance committee's purpose is to assist the Treasurer in overseeing the financial affairs of the church and to bring to the PCC an annual budget, regular updates on income and expenditure, and any issues which require resolution, together with recommendations on possible courses of action.
- The buildings committee's purpose is to assist the PCC and Facilities Manager in overseeing the maintenance and care of the church buildings and offices and to bring issues, which need resolution, to the attention of the PCC, together with recommendations of possible courses of action.
- The international steering group aims to plan strategically all the church's international ministry, including mission partners, overseas ministry trips by staff and inviting people overseas to join the Associate (formerly the Ministry Trainee) Scheme or Cornhill Training Course. An international committee operates as a sub-committee of the international steering group, with the aim of sending out mission partners and supporting them materially and through prayer. The international steering group is responsible for recommendations of potential mission partners and levels of financial support for approval by the PCC.
- The IT committee's purpose is to support our IT team in overseeing the IT infrastructure, primarily through advice and guidance. It helps review and develop strategies for the IT infrastructure. The committee brings reports on IT matters to the PCC, as well as proposals for developing the IT infrastructure to the Rector, Team Leaders and the PCC.
- The safeguarding committee is a source of advice and guidance on safeguarding issues. It assists the PCC in overseeing the safeguarding affairs of the church in accordance with the applicable standards and it brings issues which need resolution to the attention of the PCC, together with recommendations for changes in policy and procedure. The responsibility for safeguarding remains a responsibility of the PCC as a whole, including for the content and implementation of all policies and procedures.
- The UK mission committee's purpose is to assist the PCC in its support of UK partner churches/ministries and to co-ordinate the practical outworking of the PCC's policy for supporting such churches/ministries.

In terms of PCC membership, the aim is to recruit a cross-section of individuals with involvement in a variety of the areas of the church's ministry activities. Most of those recruited are already involved in leadership in an area of the church's mission and ministry; some are chosen for their specific professional skills and experience which are perceived as useful for the proper functioning of the PCC. New PCC members are directed to the trustee responsibilities resources and training available on the Charity Commission and Diocese of London websites. Training in matters such as health and safety and food safety is undertaken by members of the church staff with particular responsibility for the matter in question. Safeguarding training is undertaken in part by members of the church staff (for example, for volunteer Sunday School leaders) and in part by the Diocese of London

The Diocese of London agrees stipend levels for all Church of England clergy in London, which the PCC accepts for its clergy. The PCC agrees the salary structure and policies for its employees. The Treasurer, with input from the finance committee, reviews and determines the individual annual salaries for all employees in accordance with the structure and policies set by the PCC and in accordance with the annual budget.

The Rector provides spiritual leadership for St Helen's church with the support of the other clergy. The PCC delegates day-to-day administrative management to the Church Manager (Operations Manager from September 2019), subject to written restrictions applicable to his expenditure authority.

## **PCC Annual Report**

**for the year ended 31 December 2019**

### **Risk management**

In 2019 the PCC reviewed and updated its risk register and risk mitigation framework. While this cannot provide absolute assurance, the steps taken should enable the PCC and the church to achieve its objectives. Risk is also considered regularly as part of the decision-making process.

The principal risks facing the on-going ministry of the church have been identified as:

- Unfaithful teaching from the pulpit or in small groups
- Significant damage to any of the buildings
- Safeguarding
- Reputational damage caused by failure to comply with employment, financial or health and safety regulations
- Financial stability

These risks are managed by, respectively:

- PCC members being part of congregations and small groups. Small group leaders receive extensive training and senior staff provide feedback on sermons.
- Insurance policies being in force to cover damage to buildings and any consequential loss incurred by relocating ministry activities during repairs.
- Written Safeguarding policy and procedures including the requirement for anyone coming into contact with children to undergo a Disclosure and Barring Service disclosure prior to serving with children. The PCC has a duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' "guidance on safeguarding children and vulnerable adults". The PCC has complied with this duty.
- Public liability, employer liability and trustee indemnity insurance cover. Written financial procedures and controls and written health and safety procedures.
- The Finance Committee's regular review of the church's current and projected financial position.

### **Statement of PCC members' responsibilities**

A statement of the responsibilities of members of the PCC is set out on page 9 and forms part of this PCC Report.

### **Review of achievements and performance in 2019 and plans for the future**

A review of achievements and performance in 2019 and plans for the future is set out on pages 7-8.



Andrew Wales      23<sup>rd</sup> April 2020  
Secretary

## 2019 Accounts – Financial Review

for the year ended 31 December 2019

### Summary of main achievements

- 2019 was a stable year for the church's finances, with a healthy surplus despite having some major building maintenance costs
- Income exceeded expenditure by 4.5%, leading to a surplus of £161,000 in unrestricted funds (compared to a deficit of £18,000 in 2018)
- Some of this swing from deficit to surplus came from a reduction in the cost of major building works, but most came from an increase of 7% in donations and grants.
- There was a notable increase in one-off gifts, particularly in the final quarter of the year, which led to the comfortable, and slightly unexpected, surplus
- We supported mission partners overseas and gave growth grants to five smaller UK churches

### Recent developments

The 2019 Report and Accounts are being finalised as the Covid-19 coronavirus pandemic begins to take hold in the UK and many other countries. We realise that the implications of this tragic outbreak will be prominent in the minds of readers when this is published. The only reason it does not feature more prominently is because the Report and Accounts are primarily backward-looking in their focus.

A financial risk update can be found at the end of this summary.

### Brief reflections of our achievements in light of our objectives

Our aim is to provide people with opportunities to hear the gospel and respond in faith and obedience, leaving the results to God. In this context, the various ministry activities continued to bear fruit. As well as continued growth in the bible study groups for workers, students and internationals at St Helen's, it was encouraging that the church plant at Crossway Stratford became fully independent at the beginning of 2019. The new midweek ministry in North Bishopsgate has continued to develop and they are looking to increase their resources to serve those in that area. The Covent Garden and Paddington mid-week ministries have also been well supported.

St Helen's continued to support the ministry of St Michael, Cornhill and St Benet, Paul's Wharf. Staff members led ministry activities and services, with their costs covered by St Helen's; volunteer time was also provided.

We increased our support of growth at smaller UK churches from three to five churches. These small churches are mainly in deprived areas where there is plenty of gospel need and opportunity but little resource. It has been very pleasing to hear from them that our support to help 'pump prime' growth opportunities has born fruit for the gospel and strengthened the churches themselves.

On the income side, total numbers of givers increased overall. Whilst regular givers (and regular giving) dropped slightly, this was offset by an increase of 29% in the number of one-off gifts and a 44% increase in the value of one-off gifts. We thank the Lord for such generous financial partnership from the church family.

We received substantial grants from the City Churches Grants Committee and the Great St Helen's Trust and are very grateful to them for their support of the ministry.

Costs in Unrestricted Funds were almost exactly the same as in 2018 as we held back on some staff appointments until the income pattern for the year became clear. Major building works included the replacement of the heating boilers at St Helen's at a total cost of around £130,000. This compared to the £171,000 spent from Unrestricted Funds in 2018 due to the urgent building work required at St Andrew Undershaft.

The Net Movement of Funds was a surplus of £161,490 in Unrestricted Funds and £29,386 in Restricted Funds, making a total surplus of £190,876.

### Continuing the work

The generous financial support for the ministry during the year enabled us to undertake a wide range of activities:



## 2019 Accounts – Financial Review

for the year ended 31 December 2019

- *Reach Out:* We supported outreach in workplaces, colleges and local communities. We provided support to the ministry in Covent Garden and at St Michael, Cornhill and St Benet, Paul's Wharf. We also supported many university missions during their annual mission weeks.
- *Build Up:* We maintained a regular programme of services, small groups, prayer meetings and other activities. We continued to run programmes to train future Christian workers. Members of staff helped lead many training activities across the UK. We provided administrative support for the South East Gospel Partnership, an inter-denominational network of churches in London and surrounding counties.
- *Send Out:* We continued our support for international mission partners in Europe, Africa and Asia. We also made grants to five small UK churches to help them grow new ministries.

### *Reserves policy*

The reserves policy of the PCC is to hold funds to cover at least three months' expenditure. Around one third of our income is from lump sum gifts. Whilst these gifts have remained comparatively stable over recent years they often represent significant sums from single individuals or families. We therefore hold reserves to manage volatility in these gifts since our ability to manage our costs in the short-term is limited by the fact that about 60% of costs are staff-related and would take time to reduce.

At the end of 2019 the church's total funds were £2,079,792 (2018: £1,888,916) of which £1,913,722 was in unrestricted funds and £166,070 in restricted funds. Most balances in the restricted funds represent gifts for a specific ministry area and are expected to be used in the near term, usually less than twelve months.

£29,094 of the unrestricted funds is in the Fixed Asset Fund and could not be used at short notice. Reserves are held in the form of cash and cash deposits, or equivalent deposit instruments.

Reserves exceed the PCC's three-month minimum policy. Given our reliance on donor income, and the level of one-off gifts we received in 2019, the PCC remains comfortable with the current level of reserves.

### *Future plans*

In 2020, the PCC's aim is to maintain the course of bringing glory to God by continuing to "Reach out, Build up and Send out". Our original 2020 plan envisaged that much of our ministry activity would carry on as in 2019, with an expanded ministry being planned in the immediate locality of the church, in light of the new large office blocks becoming occupied.

Whilst the PCC's aims will not change, the coronavirus outbreak is causing us to think differently about how we can achieve them. The current guidance from the Church of England and the government has stopped our usual cycle of activities. We have started to livestream informal services at our usual service times, on Sundays and mid-week. Many of our small groups and prayer groups are meeting via videoconference. But much of our other usual outreach and teaching activities will be disrupted. We are praying that we will still be able to find ways to bring the good news of the gospel to people at this time of uncertainty, even if we have to use innovative means.

### *Financial Risks*

The financial risks to the ministry have been elevated by the outbreak of the virus. We do not yet know the direct and indirect economic impact of the virus on our church family members, who provide almost all our financial support. This could significantly impact the level of gifts to the church in 2020. Our reserves position is robust, so we do not currently envisage severe financial distress in the short term. However, the Finance Committee is keeping both the short-term and longer-term implications for the ministry under frequent review.

### *Closing remarks*

Thank you to those who run the finances on a day to day basis and the members of the Finance Committee who steward the church's resources. We give thanks for God's grace in providing for our needs through many very generous givers from our church family and beyond; whatever the amount of individual gifts we value them all.

**Jeremy Anderson** 23<sup>rd</sup> April 2020

*Treasurer*

## **2019 Accounts – Financial Review**

**for the year ended 31 December 2019**

### **Statement of PCC members' responsibilities in relation to the financial statements**

Law applicable to charities requires the PCC to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the PCC is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The members of the PCC are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ascertain that the financial statements comply with applicable laws and regulations. They are also responsible for the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Statement of Financial Activities

For the year ended 31 December 2019


	Unrestricted funds £	Restricted funds £	Total funds 2019 £	Prior period Total funds 2018 £	Further details Note
<b>Income and endowments from:</b>					
Donations and legacies	3,163,855	210,678	3,374,533	3,231,048	2
Charitable activities	472,730	31,855	504,585	481,709	3
Other trading activities	62,958	-	62,958	63,050	4
Investments	13,343	-	13,343	9,567	5
Other income	23,599	20,456	44,055	94,494	6
<b>Total income</b>	<b>3,736,485</b>	<b>262,989</b>	<b>3,999,474</b>	<b>3,879,868</b>	
<b>Expenditure on:</b>					
Charitable activities	3,574,003	234,595	3,808,598	4,059,247	9
<b>Total expenditure</b>	<b>3,574,003</b>	<b>234,595</b>	<b>3,808,598</b>	<b>4,059,247</b>	
<b>Net income/(expenditure)</b>	<b>162,482</b>	<b>28,394</b>	<b>190,876</b>	<b>(179,379)</b>	
<b>Transfers between funds</b>	<b>(992)</b>	<b>992</b>	<b>-</b>	<b>-</b>	<b>10</b>
<b>Net movement in funds</b>	<b>161,490</b>	<b>29,386</b>	<b>190,876</b>	<b>(179,379)</b>	
<b>Reconciliation of funds:</b>					
Total funds brought forward	1,752,232	136,684	1,888,916	2,068,295	
<b>Total funds carried forward</b>	<b>1,913,722</b>	<b>166,070</b>	<b>2,079,792</b>	<b>1,888,916</b>	

## Balance Sheet

At 31 December 2019

	2019	2018	
	£	£	
<b>Fixed Assets</b>			
Tangible assets	29,094	30,027	11
<b>Total fixed assets</b>	29,094	30,027	
<b>Current Assets</b>			
Book stocks	14,483	17,258	12
Debtors	115,107	113,690	13
Short-term bank deposits	892,331	833,887	
Cash at bank or on hand	1,478,106	1,220,682	
<b>Total current assets</b>	2,500,027	2,185,517	
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	449,329	326,628	14
<b>Net current assets</b>	<b>2,050,698</b>	<b>1,858,889</b>	
<b>Total assets less current liabilities</b>	<b>2,079,792</b>	<b>1,888,916</b>	16
<b>The funds of the charity</b>			
Restricted income funds	166,070	136,684	15
Unrestricted funds:			
Fixed Asset Fund	29,094	30,027	
General Fund	1,884,628	1,722,205	
<b>Total unrestricted funds</b>	1,913,722	1,752,232	
<b>Total charity funds</b>	<b>2,079,792</b>	<b>1,888,916</b>	

The financial statements on pages 10-13 and the notes on pages 14-32 were approved by the Parochial Church Council on 18<sup>th</sup> April 2020 and signed on its behalf by:



Rev W Taylor

Chairman

23<sup>rd</sup> April 2020



Mr J Anderson

Treasurer

23<sup>rd</sup> April 2020



Mr A Ross

Churchwarden

23<sup>rd</sup> April 2020

## Statement of Cash Flows

For the year ended 31 December 2019

	Note	Total Funds 2019 £	Total Funds 2018 £
<b>Cash flows from operating activities:</b>			
<i>Net cash (used in)/ provided by operating activities</i>	<b>Table 1</b>	318,955	(136,136)
<b>Cash flows from investing activities:</b>			
Purchase of property, plant and equipment		(16,407)	(19,325)
Interest from bank deposits		13,320	9,567
Increase in deposit accounts held for investment purposes		(58,444)	(583,749)
<i>Net cash used in investing activities</i>		(61,531)	(593,507)
<i>Change in cash and cash equivalents in the reporting period</i>		257,424	(729,643)
<b>Cash and cash equivalents at the beginning of the reporting period</b>	<b>Table 2</b>	1,220,682	1,950,325
<i>Cash and cash equivalents at the end of the reporting period</i>	<b>Table 2</b>	1,478,106	1,220,682

**Table 1: Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	2019 £	2018 £
<i>Net (expenditure)/income for the reporting period (as per the statement of financial activities)</i>	190,876	(179,379)
<b>Adjustments for:</b>		
Depreciation charges	17,340	15,841
Interest from bank deposits	(13,320)	(9,567)
Decrease in book stocks	2,775	2,319
Increase in debtors	(1,417)	(20,581)
Increase in creditors	122,701	55,231
<i>Net cash provided by (used in) operating activities</i>	318,955	(136,136)

**Table 2: Analysis of cash and cash equivalents**

	2019 £	2018 £
Cash at bank and in hand	1,478,106	1,220,682
<i>Total cash and cash equivalents</i>	1,478,106	1,220,682

### Analysis of changes in net debt

	At start of year	Cash flows	At end of year
	£	£	£
Cash at bank and in hand	1,220,682	257,424	1,478,106

## Statement of Cash Flows

For the year ended 31 December 2019

### Restatement of cash and cash equivalent balances

The PCC holds a number of bank current and deposit accounts, all with a range of banks with sound credit ratings. Hitherto, the total of all such accounts has been disclosed, both on the Balance Sheet and in the Statement of Cash Flows as 'Cash at bank and in hand'. The PCC has now reconsidered the requirements of the Charities SORP and concluded that the above approach did not fully accord with those requirements. Accordingly, it has reclassified deposit accounts according to the purpose for which they are held. Those held for operational cash management purposes, which have maturities of no more than 3 months, and are highly liquid, continue to form part of the figure for Cash at bank and in hand. The remaining deposits, which are held for investment purposes and have maturities of less than 12 months, typically with a notice period of 95 days, are now shown as a separate component of Current Assets with the title 'Short-term bank deposits'. In the Statement of Cash Flows, increases or decreases in Short-term bank deposits form a separate component entitled 'Increase (or decrease) in deposit accounts held for investment purposes' within the 'Cash flow from investing activities' category.

As a result of the above changes, the prior-year Balance Sheet has been restated to show the comparative figures for both Cash at bank and in hand (£1,220,682) and for Short-term deposit accounts (£833,887). These amounts total £2,054,569, the figure for Cash at bank and in hand included in the published 2018 Accounts. The comparative Statement of cash flows has been restated to reflect these changes.

## Notes to the Financial Statement

For the year ended 31 December 2019

### 1. Accounting Policies

- 1.1 The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared under the Church Accounting Regulations 2006 as far as currently applicable, in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 (SORP 2015 (FRS 102)), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Under FRS 102, the PCC falls within the definition of a public benefit entity.

### 1.2 Income

#### *Income from donations and legacies*

Donations and planned giving are recognised when received. Income tax recoverable on Gift Aid donations is recognised when income is receivable, provided that income tax is reasonably certain to be recovered. Income from legacies is recognised when its receipt becomes probable following the grant of probate.

#### *Grants receivable and endowments*

Grants are recognised when the conditions for receipt have been met. Income from endowments is included within unrestricted or restricted funds in accordance with the terms of the endowment.

#### *Income from investments*

Investment income is accounted for in the period in which it is earned and when the amount can be measured reliably.

Surplus funds are invested in interest bearing (or equivalent) deposits, mainly with major financial institutions or with deposit-taking charities, to minimise market and credit risks.

#### *Church activities*

Catering and other sales represent the amount received for meals and other goods and services, net of VAT where applicable.

#### *Other income*

Other income is accounted for on a receipts basis.

### 1.3 Recognition of expenditure

#### *Recognition of liabilities*

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the church to that expenditure, it is probable that settlement will be required and the amount of the obligation can be recognised and measured reliably. Accordingly, accruals, creditors and provisions are recognised where the church has a present obligation resulting from a past event and where the future outflow of funds to a third party is probable. The amounts recognised include allowances for any applicable trade discounts likely to be taken up.

#### *Grants payable*

Grants and donations for the financial year are accounted for when a decision has been taken to support a particular ministry.

#### *Ministry Support Expenditure*

Expenditure is accounted for on an accruals basis.

## Notes to the Financial Statement

For the year ended 31 December 2019

### *Allocation of expenditure*

Support costs have been allocated to the different categories of expenditure according to the estimated staff time involved and/or costs incurred. It is not considered appropriate to allocate support costs relating to grant-making activities separately from those relating to other church activities. The allocation of support costs is shown in Note 7.

### *Governance costs*

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include the statutory audit and legal fees together with any relevant apportionment of overhead and support costs. In accordance with FRS 102 these costs have been included within the overall support costs shown in Note 8.

### *Allocation of Governance costs*

Given the stated objectives and activities of the PCC, and both the indivisible nature of the church's activities as well as the relative cost of governance to these activities, it is not considered appropriate to allocate governance costs across the activities of the church. Governance costs are included in Support Costs in Note 8.

### *Pension Costs*

The pension costs charged in the financial statements represent the contributions payable by the church during the year to defined contribution schemes, in accordance with FRS 102. The church also participates in a defined benefit pensions scheme (the Church of England Funded Pension Scheme) (see Note 9).

## 1.4 Fund accounting

### *Unrestricted funds*

Unrestricted funds represent the funds of the PCC that are not subject to any restriction on their use.

The Fixed Asset Fund, included as a designated fund, represents the net book value of fixed assets which were acquired with unrestricted funds.

### *Restricted funds*

Restricted funds are the funds which have been donated for specific purposes. The purpose and use of the restricted funds are set out in Note 15 to the financial statements.

## 1.5 Tangible fixed assets

### *Consecrated land and buildings and movable church furnishings*

Consecrated and beneficed property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act 2011. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. These movable church furnishings are listed in the Church Inventory which can be inspected at the Church Office. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off when incurred.

### *Other tangible fixed assets*

Other tangible fixed assets are stated at cost less depreciation and provisions for impairment in value. Depreciation is provided, on a straight line basis, for all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives, as follows:

- Fixtures & fittings, church equipment, catering fixtures and office equipment: 20.00%
- Computer equipment: 33.33%



## **Notes to the Financial Statement**

**For the year ended 31 December 2019**

### **1.6 Current Assets**

#### ***Book stocks***

Book stocks are valued at the lower of cost and net realisable value.

#### ***Debtors***

Debtors amounts due to the church and prepayments. They are recognised at either the settlement or prepaid amount.

#### ***Short-term bank deposits***

These comprise bank deposit accounts with a maturity of less than one year (typically with 95-day notice) held for investment purposes (rather than for operational cash management purposes).

#### ***Cash at bank and in hand***

Cash at bank and in hand includes cash in hand, bank current accounts and cash-equivalent bank deposits held for operational cash management purposes. The cash equivalents have maturities of no more than 3 months.

#### ***Financial instruments***

The only financial instruments held by the PCC are basic financial instruments such as cash or cash equivalents, other debtors, trade creditors and accruals. These are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date.

### **1.7 Taxation**

The church, as a registered charity, is generally not liable to taxation on its surplus or capital gains. It is not, however, exempt from VAT. Certain of the church's activities are exempt from or outside the scope of VAT. Accordingly, the church is unable to reclaim all input VAT suffered. Irrecoverable VAT is included in the cost of those items to which it relates.

### **1.8 Going concern**

Although the ultimate impact of Covid-19 on the church and its activities is unclear, the PCC members consider that the contingency plans already made, and any that it might be necessary to make going forward, combined with the level of reserves held, mean that there are no material uncertainties about the church's ability to continue as a going concern.

## Notes to the Financial Statement

For the year ended 31 December 2019

### 2. Income from donations and legacies

	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
	£	£	£	£
Donations via Gift Aid	1,557,637	104,265	1,661,902	1,575,765
Income tax recoverable	390,957	22,976	413,933	394,768
Other tax efficient giving	728,154	47,665	775,819	658,763
Trust income	68,854	-	68,854	149,618
General collections and donations	313,139	35,772	348,911	360,634
Grant receipts	105,114	-	105,114	81,500
Legacies	-	-	-	10,000
	<u>3,163,855</u>	<u>210,678</u>	<u>3,374,533</u>	<u>3,231,048</u>

Buildings insurance (excluding terrorism insurance) is paid for by the City Churches Grants Committee.

Grant receipts include an unrestricted grant of £100,000 (2018:£60,000) from the Trust for London, on the recommendation of the City Churches Grants Committee.

### 3. Income from charitable activities

	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
	£	£	£	£
Donations towards catering costs	3,957	583	4,540	45,884
Charged catering sales	52,067	3,143	55,210	20,946
Book and media sales	18,788	1,474	20,262	20,288
RML workbook sales	2,134	-	2,134	2,649
Church guide books	5	-	5	1,241
Book royalties	52	-	52	2,240
Weekends away and conferences	395,727	26,655	422,382	388,461
	<u>472,730</u>	<u>31,855</u>	<u>504,585</u>	<u>481,709</u>

### 4. Income from other trading activities

	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
	£	£	£	£
Parochial Fees (weddings and baptisms)	8,995	-	8,995	3,134
Hire of church premises	3,300	-	3,300	4,070
Other rental income	50,663	-	50,663	55,846
	<u>62,958</u>	<u>-</u>	<u>62,958</u>	<u>63,050</u>

## Notes to the Financial Statement

For the year ended 31 December 2019

### 5. Investment income

	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
	£	£	£	£
Bank interest	13,343	-	13,343	9,567

### 6. Other income

	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
	£	£	£	£
Rights to light and other exceptional income	-	-	-	61,046
Sundry income	23,599	20,456	44,055	33,448
	23,599	20,456	44,055	94,494

## Notes to the Financial Statement

For the year ended 31 December 2019

### 7. Expenditure on charitable activities

#### 7.1 Grant payments

	Unrestricted funds £	Restricted funds £	Total funds 2019 £	Total funds 2018 £
Missionary giving	116,937	9,972	126,909	135,062
UK Support	79,206	-	79,206	128,824
Training for ministry	16,953	400	17,353	16,704
Other giving	16,776	8,385	25,161	28,338
<b>Total grant payments</b>	<b>229,872</b>	<b>18,757</b>	<b>248,629</b>	<b>308,928</b>
<b>Missionary giving</b>				
East End Outreach	12,372	9,972	22,344	22,344
Crosslinks	300	-	300	8,844
Interserve	8,640	-	8,640	8,640
Serving in Mission	2,497	-	2,497	5,003
East Asian Ministry	24,444	-	24,444	24,300
OMF	16,200	-	16,200	16,200
French-speaking Europe	23,584	-	23,584	24,063
Sub-Saharan Africa	23,900	-	23,900	20,668
George Whitefield College	5,000	-	5,000	5,000
	116,937	9,972	126,909	135,062
<b>UK Support</b>				
Grant to St Peter-upon-Cornhill	48,206	-	48,206	49,175
Grant to Crossway Stratford	-	-	-	53,649
UK Mission	31,000	-	31,000	26,000
	79,206	-	79,206	128,824
<b>Training for ministry</b>				
Mandarin ministry	503	400	903	1,500
Bangladeshi ministry	11,000	-	11,000	7,034
Latvian ministry	-	-	-	470
Other future ministry support	5,450	-	5,450	7,700
	16,953	400	17,353	16,704
<b>Other giving</b>				
Mandarin ministry	10,000	-	10,000	14,000
Singapore	-	-	-	850
SIM Bangladesh appeal	-	152	152	2,401
U-Turn (South Africa)	-	4,152	4,152	2,401
GAFCON	5,000	-	5,000	3,475
Other	1,776	4,081	5,857	5,211
	16,776	8,385	25,161	28,338

- The grant to the PCC of St Peter upon Cornhill was to help it meet its Diocesan Common Fund and other operational costs.
- The grant (2018) from the restricted fund for the church plant at Crossway Stratford represented the remaining balance in that fund, which was then closed as at 31 December 2018.

## Notes to the Financial Statement

For the year ended 31 December 2019

### 7. Expenditure on charitable activities (continued)

#### 7.2 Ministry costs

	Unrestricted funds £	Restricted funds £	Total funds 2019 £	Total funds 2018 £
Diocesan Common Fund	42,800	-	42,800	41,400
Ministry Expenses	1,728,825	92,471	1,821,296	1,894,761
Ongoing Building expenses	184,050	1,764	185,814	419,026
Costs of events and additional activities	575,444	52,761	628,205	626,860
Other direct ministry costs	104,282	49,377	153,659	68,510
Allocated Support costs (Note 8)	708,730	19,465	728,195	699,762
<b>Total ministry costs</b>	<b>3,344,131</b>	<b>215,838</b>	<b>3,559,969</b>	<b>3,750,319</b>

#### Diocesan Common Fund

Diocesan Common Fund	42,800	-	42,800	41,400
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#### Ministry expenses

Ministry staff salaries and social security costs	1,174,541	55,673	1,230,214	1,308,079
Ministry staff pension costs	187,757	9,108	196,865	204,757
Ministry staff expenses	58,785	17,894	76,679	69,410
Ministry staff training	367	-	367	1,151
Ministry trainee grants	15,100	-	15,100	13,874
Ministry trainee training	11,165	1,090	12,255	7,632
Ministry trainee expenses	6,636	93	6,729	4,169
Ministry trainee accommodation costs	118,428	-	118,428	98,046
Clergy accommodation costs	156,046	8,613	164,659	187,643
	<b>1,728,825</b>	<b>92,471</b>	<b>1,821,296</b>	<b>1,894,761</b>

The cost of providing accommodation for ministry trainees for the year was £118,428 (2018: £98,046). This was partly offset by rent received from trainees, which amounted to £50,663 (2018: £55,846), giving a net cost for the year of £67,765 (2018: £42,200).

#### Ongoing Building expenses

Church building & office running costs	85,250	-	85,250	81,202
Church building renovation	98,800	869	99,669	336,403
Shantir Boi running costs	-	895	895	1,421
	<b>184,050</b>	<b>1,764</b>	<b>185,814</b>	<b>419,026</b>

Church building renovation cost in 2019 related to the replacement of the boiler in St Helen's. A further £33,000 will be incurred in 2020. In 2018 the cost related mainly to the renovation of the fabric of St Andrew's.

#### Costs of events and additional activities

Book and media purchases	24,240	7,261	31,501	23,895
RML workbooks	3,743	-	3,743	3,588
Catering expenses	95,870	3,030	98,900	100,516
Catering fixtures & fittings depreciation	5,001	-	5,001	5,143
Weekends away	425,210	32,118	457,328	448,637
Other events and activities	20,902	10,352	31,254	43,143
Church equipment depreciation	478	-	478	1,938
	<b>575,444</b>	<b>52,761</b>	<b>628,205</b>	<b>626,860</b>

## Notes to the Financial Statement

For the year ended 31 December 2019

### 7. Expenditure on charitable activities (continued)

#### 7.2 Ministry costs (continued)

	Unrestricted funds £	Restricted funds £	Total funds 2019 £	Total funds 2018 £
<b>Other direct ministry costs</b>				
Speakers' honoraria	5,247	5,950	11,197	9,116
Cleaning and housekeeping	8,616	-	8,616	6,641
Ministry venue and office rent	90,419	43,427	133,846	52,753
	104,282	49,377	153,659	68,510

### 8. Support costs

	Unrestricted funds £	Restricted funds £	Total funds 2019 £	Total funds 2018 £
<b>Ministry support staff costs</b>				
Salaries and social security	389,257	-	389,257	403,157
Pension costs	64,800	-	64,800	61,989
Expenses	10,053	1,285	11,338	21,559
	464,110	1,285	465,395	486,705
<b>Office costs</b>				
Printing, postage and stationery	12,775	97	12,872	10,469
Office maintenance and insurance	15,255	-	15,255	15,305
Telephone and data	17,202	-	17,202	20,020
Computer and website expenses	63,850	2,793	66,643	32,582
Computer equipment depreciation	8,505	-	8,505	5,779
Office equipment depreciation	3,356	-	3,356	2,981
Other office costs	2,995	-	2,995	3,124
	123,938	2,890	126,828	90,260
<b>Professional and other costs</b>				
Consultancy fees	97,227	15,187	112,414	104,245
Parochial fees	3,312	-	3,312	1,608
Payroll agency charges	2,386	-	2,386	2,344
Bank charges	7,472	103	7,575	4,100
Audit fee	10,285	-	10,285	10,500
	120,682	15,290	135,972	122,797
<b>Total support costs</b>	708,730	19,465	728,195	699,762

#### Allocation of support costs

The support costs above have been allocated to underlying activities as follows:

Ministry costs (Note 7.2)	708,730	19,465	728,195	699,762
<b>Total support costs</b>	708,730	19,465	728,195	699,762

## Notes to the Financial Statement

For the year ended 31 December 2019

### 9.Total expenditure

	Staff costs	Depreciation	Other costs	Total funds 2019	Total funds 2018
	£	£	£	£	£
Grant payments (Note 7.1)	-	-	248,629	248,629	308,928
Ministry costs (Note 7.2)	1,821,296	5,479	1,004,999	2,831,774	3,050,557
Ministry support costs	465,395	11,861	250,939	728,195	699,762
	<u>2,286,691</u>	<u>17,340</u>	<u>1,504,567</u>	<u>3,808,598</u>	<u>4,059,247</u>

	2019 £	2018 £
<b>Staff costs</b>		
Wages and salaries	1,466,836	1,556,248
Social security costs	152,635	154,988
Pension costs	261,665	266,746
Cost of ministry trainee schemes	152,512	123,721
Staff expenses (incl. accommodation costs)	253,043	279,763
	<u>2,286,691</u>	<u>2,381,466</u>

	2019 £	2018 £
<b>Other costs</b>		
Grant payments	248,629	308,928
Diocesan Common Fund	42,800	41,400
Office costs	126,828	90,260
Premises costs	328,275	478,420
Cost of events, weekends away and additional activities	627,726	624,922
Professional costs	135,972	122,797
Miscellaneous costs (including depreciation)	11,677	11,054
	<u>1,521,907</u>	<u>1,677,781</u>

### Pension costs

Pension costs include £205,610 (2018: £204,889) of contributions made to defined contribution schemes. At the end of the year, a liability of £20,202 (2018: £20,035) was recognised for this scheme.

The remaining £56,055 (2018: £61,857) of pension costs relate to contributions to a defined benefit scheme which is operated by the Church of England Funded Pension Scheme for the 7 (2018: 7) members of clergy funded by St Helen's. £8,983 (2018: £9,600) has been recharged to another church in respect of one minister who now works full-time for that church. This scheme is currently in deficit but the PCC's share of the related liability has not been included in these financial statements because it is immaterial.

### Employee numbers

The average number of full-time equivalent employees, analysed by function, was:

- Church activities: 26 (2018: 27); and
- Ministry support: 17 (2018: 17)
- Total : 43 (2018: 44)

## Notes to the Financial Statement

For the year ended 31 December 2019

### Higher paid staff

The table below shows the number of higher paid staff with emoluments falling in the following ranges. Emoluments include salary and taxable benefits in kind and other payments to employees.

	2019 No.	2018 No.
£70,000 to £79,999	1	1
	2019 £	2018 £
Contributions paid to a money purchase scheme on behalf of higher-paid staff during the year amounted to:	9,960	9,682

### 10. Transfers between general and offsite ministry funds

Transfers between unrestricted funds and offsite ministry and restricted funds were as follows:

	2019	2018
Expenses & Staff Costs	Portion of costs covered by funds raised or held	Total
£	£	£
SIM Bangladesh collection	1,170	(1,240)
U-Turn Appeal	4,151	(5,187)
Special Collections	-	-
Gospel Partnership	809	-
North Bishopsgate	-	-
Covent Garden Talks	34,734	(33,445)
Total transfers between funds	40,864	(39,872)



## Notes to the Financial Statement

For the year ended 31 December 2019

### 11. Tangible fixed assets

	<i>Ministry related</i>						
	Fixtures and fittings	Catering equipment and fittings	Church equipment	Subtotal	Office equipment	Computer equipment	Total
	£	£	£	£	£	£	£
Cost or valuation							
At beginning of the year	3,765	121,024	188,158	312,947	58,984	91,770	463,701
Additions	-	-	1,608	1,608	6,211	8,588	16,407
Disposals	-	-	-	-	-	-	-
At the end of the year	3,765	121,024	189,766	314,555	65,195	100,358	480,108
Depreciation and impairments							
At beginning of the year	3,765	113,620	187,848	305,233	55,969	72,472	433,674
Depreciation charge for the year	-	5,001	478	5,479	3,356	8,505	17,340
Disposals	-	-	-	-	-	-	-
At the end of the year	3,765	118,621	188,326	310,712	59,325	80,977	451,014
Net book value at the beginning of the year	-	7,404	310	7,714	3,015	19,298	30,027
Net book value at the end of the year	-	2,403	1,440	3,843	5,870	19,381	29,094

### 12. Book Stock

	2019	2018
	£	£
Books for resale	14,483	17,258

### 13. Debtors

	2019	2018
	£	£
Income tax recoverable	79,140	38,944
VAT recoverable	338	230
Staff loans	1,139	1,694
Prepayments	22,437	59,516
Accrued income	3,681	6,058
Current accounts with related parties	454	1,761
Other debtors	7,918	5,487
	115,107	113,690

## Notes to the Financial Statement

For the year ended 31 December 2019

### 14. Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	57,111	50,106
Taxation and social security costs	36,745	32,853
Other creditors	24,044	80,788
Annual leave accrual	31,968	38,356
Accruals	228,692	40,384
Deferred income	70,769	84,141
	<u>449,329</u>	<u>326,628</u>

### 15. Restricted funds

#### A) Current Year

	At 1 January 2019	Incoming resources	Expenditure	Transfers	At 31 December 2019
	£	£	£	£	£
Church Planting Fund (formerly known as the Re:GENERATION Appeal)	18,423	-	-	-	18,423
SIM Bangladesh December Carol Services	188	1,052	(1,170)	(70)	-
U-Turn Appeal (South Africa)	188	4,999	(4,151)	(1,036)	-
Latvian Ministry	945	-	(510)	-	435
East End Outreach	28,558	53,691	(59,602)	-	22,647
Covent Garden Talks	-	33,445	(34,734)	1,289	-
Paddington Talks	7,954	12,760	(15,414)	-	5,300
North Bishopsgate	-	19,999	(13,348)	-	6,651
Music Student Ministry	40,493	9,373	(11,091)	-	38,775
Mandarin Ministry	31,510	23,465	(19,814)	-	35,161
Crossing Church Singapore	93	-	-	-	93
Gospel Partnership	-	-	(809)	809	-
South East Gospel Partnership	8,332	14,509	(20,268)	-	2,573
Mission Minded Conferences 2019	-	44,020	(43,720)	-	300
Special Collections	-	3,063	(3,063)	-	-
Media Fund	-	38,613	(6,901)	-	31,712
Building Maintenance	-	2,000	-	-	2,000
IGG ministry fund	-	2,000	-	-	2,000
	<u>136,684</u>	<u>262,989</u>	<u>(234,595)</u>	<u>992</u>	<u>166,070</u>

## Notes to the Financial Statement

### For the year ended 31 December 2019

- SIM Bangladesh Carol Services fund and U-Turn Appeal fund: The indicated surplus in these funds at 31 December 2019 was the result of accounting misallocations, which were corrected by a transfer to the General Fund. The amounts due to the beneficiaries of these funds were paid in full.
- The East End Outreach fund, which includes the operation of the Shantir Boi book shop, continued to benefit from generous support. The fund incurred additional, one-off costs of £15,000 (2018: nil) in the year in respect of legal and professional fees for the renewal of the lease for the bookshop. Despite this, the fund remains comfortably in surplus.
- Covent Garden Talks (offsite ministry): the deficit incurred in the year, £1,289 (2018: £5,180) was transferred to the General Fund. See also Note 10.
- In the latter part of 2018 a new lunchtime ministry was established to serve City workers in the northern part of the City. A new restricted fund, North Bishopsgate, was set up to record the income and expenditure of this initiative. No income was received for this fund during 2018 and the balance of expenditure incurred, £6,533, was transferred to the General Fund. In 2019, donations were received which allowed it to cover its direct costs and put it into surplus for the year.
- The Music Student Ministry fund supports Gospel outreach to music students in London. More widely, it also supports the training of musicians for ministry work, either by employing such musicians directly or by providing financial support for their training by other organisations. Part of the employment cost of one (2018: nil) ministry worker was charged to the fund during the year but the PCC did not again pursue the possibility of a dedicated music ministry worker, primarily to contain costs.
- The Mandarin ministry continues to expand and during the year benefited from a higher level of donations, including several significant one-off donations, which have enabled the fund to fully cover the increased ministry costs that this expansion requires.
- Mission Minded Conference 2019: "Unique opportunity for 'mission-minded' friends from across the UK to meet one another, be reminded of key convictions concerning gospel ministry and be challenged about what it means for us to live lives radically focused on the gospel of Jesus Christ." St Helen's facilitated and organised this conference. The aim is to break-even each year, with the costs of venue hire, speakers' honoraria and their travel/subsistence costs being covered by income from donations and conference attendance fees. There was a small surplus of £300 in 2019 which will be carried forward and utilised for the 2020 conference.
- Media Fund: During the year, the PCC was fortunate in receiving a substantial donation from a donor who is keen to help St Helen's to manage and expand its media resources - large library of audio-visual gospel talks - on its website, to develop an app to allow mobile access to that library and to create more audio books. Work in these areas will continue in 2020.
- Building Maintenance Fund: donations received from a donor, supported by his employer's matched giving scheme, to be applied to the ongoing repair and maintenance of the historic buildings of St Helen's and St Andrew's. It is anticipated that, in future, the income will be fully utilised each year.
- IGG: (International Growth Groups-designed to equip students and others from overseas to live for Christ when they return home). During the year, St Helen's received a generous donation of £5,000 to be applied for the benefit of IGG: £2,000 to be used to provide bibles and other resources for IGG members; £3,000 to be used as a bursary to assist low-income IGG members to attend future IGG weekends away. The latter £3,000 has been carried forward as part of the Bursary account.

## Notes to the Financial Statement

For the year ended 31 December 2019

### 15. Restricted funds (continued)

#### B) Comparative Year (2018)

	At 1 January 2018 £	Incoming resources £	Expenditure £	Transfers £	At 31 December 2018 £
Church Planting Fund (formerly known as the Re:GENERATION Appeal)	18,423	-	-	-	18,423
British Land	165,359	-	(165,359)	-	-
SIM Bangladesh December Carol Services	1,428	1,161	(2,401)	-	188
U-Turn Appeal (South Africa)	1,428	1,161	(2,401)	-	188
Latvian Ministry	1,415	-	(470)	-	945
East End Outreach	23,780	39,507	(34,729)	-	28,558
Covent Garden Talks	-	33,170	(38,350)	5,180	-
Crossway Stratford Church Plant	-	160,369	(160,369)	-	-
Paddington Talks	5,701	13,645	(11,392)	-	7,954
North Bishopsgate	-	-	(6,533)	6,533	-
Music Student Ministry	32,495	10,721	(2,723)	-	40,493
Mandarin Ministry	21,596	13,396	(3,482)	-	31,510
Crossing Church Singapore	93	850	(850)	-	93
Gospel Partnership	-	-	(593)	593	-
South East Gospel Partnership	25,313	9,378	(26,359)	-	8,332
Mission Minded Conferences 2019	-	5,283	(5,283)	-	-
Special Collections	1,341	1,160	(3,770)	1,269	-
	298,372	289,801	(465,064)	13,575	136,684

## Notes to the Financial Statement

For the year ended 31 December 2019

### 16. Analysis of net assets between funds

Fund balances at 31 December 2019 are represented by:	Tangible fixed assets	Current assets	Current liabilities	Total Funds
<b>Unrestricted Funds</b>				
General Fund	-	2,333,957	(449,329)	1,884,628
Fixed Assets Fund	29,094	-	-	29,094
<b>Total Unrestricted Funds</b>	<b>29,094</b>	<b>2,333,957</b>	<b>(449,329)</b>	<b>1,913,722</b>
	Tangible fixed assets	Current assets	Current liabilities	Total Funds
<b>Fund balances at 31 December 2019 are represented by:</b>				
<b>Restricted Funds</b>				
Church Planting Fund	-	18,423	-	18,423
Other Restricted Funds	-	147,647	-	147,647
<b>Total Restricted Funds</b>	<b>-</b>	<b>166,070</b>	<b>-</b>	<b>166,070</b>
<b>Total Funds</b>	<b>29,094</b>	<b>2,500,027</b>	<b>(449,329)</b>	<b>2,079,792</b>

### 17. Related Party Disclosures

#### Transactions with PCC members and Key Management Personnel (KMP)

During the year there were 53 PCC members (2018: 49). These members donated £707,985 (2018: £717,444) to the PCC. No sole PCC member held control or significant influence over the affairs of the PCC during the year, nor was any member of the PCC during the year remunerated for being a member. No expenses were reimbursed to the PCC members in the course of their roles as members. Three (2018: 2) non-clergy members or their close family were reimbursed travel and subsistence amounting to £1,986 (2018: £1,051) during the year.

The PCC had 3 (2018: 3) members who each had a close family member who was also an employee of the PCC. The aggregate remuneration paid to these employees in the year amounted to £60,195 (2018: £47,219).

Clergy are not employed by the PCC but by the Church Commissioners. The remuneration of the stipendiary clergy is in accordance with the Stipend Scale for the Diocese of London and the PCC reimburses the majority of their employment costs via the Diocese of London. In addition, ordained Clergy are provided with living accommodation as part of the requirements of their role. During the year 5 PCC members (2018: 4) were part of the ordained clergy. The aggregate amount reimbursed during the year to the Diocese of London in respect of 4 (2018: 3) of those PCC members amounted to £117,300 (2018: £114,900). The cost of the other member of the ordained clergy were reimbursed to another body and amounted to £41,643 (2018: £9,354). Where clergy and/or their spouses incur specific ministry costs, these are reimbursed by the PCC. The PCC incurred accommodation costs (rent, council tax and utilities) during the year in respect of the clergy members amounting to £142,447 (2018: £125,892). During the year, the total of ministry costs, mainly travel and subsistence, reimbursed to clergy members or close family amounted to £7,227 (2018: £6,767). Payments amounting to £15,687 (2018: £10,375) were made to one (2018: 1) clergy member by way of pastoral support to him and his family.

The PCC defines KMP as 4 (2018: 4) senior clergy members of the PCC, the Partnership & Project Team Leader, the Operations Manager and one ordained ministry leader who is an employee. The pay, benefits

## Notes to the Financial Statement

### For the year ended 31 December 2019

and expenses of the clergy are dealt with above. The pay and benefits of the other key management personnel is set annually by the PCC's Finance Committee, in relation to the church's salary bands and the individual needs of the employee. Salary bands are benchmarked against other charities, churches and key worker roles on a periodic basis. In 2019 this group, including a close family member also employed by the PCC, received remuneration of £147,311 (2018: £127,246). They also reclaimed ministry expenses, mainly travel and subsistence, from the PCC totalling £3,651 (2018: £2,166).

### Transactions with other related parties

#### **Parochial Church Council of St Michael Cornhill (SMC) (registered charity no. 1179240)**

St Helen's PCC members Rev C Skrine (SMC Chair), Key Management Person Rev H Eatock-Taylor, Mrs J Taylor, spouse of St Helen's PCC member, Rev W Taylor, Rev L Cornelius and Ella O'Donoghue, daughter of Key Management Person Mr B O'Donoghue, are all members of SMC's PCC. In addition, Ms M van der Steen, an employee of St Helen's is also a member of SMC's PCC.

During the year:

- St Helen's incurred operating expenses on behalf of SMC amounting to £270 (2018: £127) and recovered them from SMC.
- St Helen's has entered into an agreement with SMC to provide bookkeeping and accounting services for an annual fee of £2,000 (2018: £2,000)
- St Helen's provided the services of 3 ordained clergy to lead the ministry at St Michael's. Two gave one day a week for the complete year and one gave a day a week for six months. No charge was made for these services. A similar arrangement was also in place during 2018.

#### **Parochial Church Council of St Peter upon Cornhill (SPC) (excepted from registration by the Charities Commission)**

St Helen's PCC members Rev W Taylor and Mr S Congdon and Key Management Personnel, Rev H Eatock-Taylor and Partnership and Projects Leader, Mr B O'Donoghue, were members of the PCC of SPC throughout the year, as were 9 employees of St Helen's.

St Helen's uses the SPC church building for various small group ministries and to provide study space for Ministry Trainees. No rent was paid during 2019 or 2018 by St Helen's for this use.

During the year:

- St Helen's made grants totalling £48,206 (2018: £49,175) to SPC.
- St Helen's received fees of £1,000 (2018: £1,000) from SPC under an agreement for the provision of management services.
- St Helen's incurred operating expenses on behalf of SPC (mainly maintenance, housekeeping and IT) amounting to £265 (2018: £1,597) which were recovered from SPC.
- St Helen's also incurred operating expenses in respect of its use of SPC's church building amounting to £nil (2018: £711).

## Notes to the Financial Statement

For the year ended 31 December 2019

### 18. Transactions with other relevant charities

#### **Great St Helen's Trust (GSHT) (registered charity no. 1089919)**

GSHT provides support for Christian ministry in London.

Key Management Person, Partnership and Projects Leader, Mr B O'Donoghue, is a trustee of GSHT.

During the year:

- GSHT provided living accommodation for members of the clergy (PCC members) (2019: 4; 2018:4) and for ministry associates. The total rent paid for the year was £218,132 (2018: £207,907).
- GSHT provided office and shop space to St Helen's. The rent paid to GSHT during the year in respect of this amounted to £163,256 (2018: £ 31,521).
- GSHT incurs the annual stipend costs of the Rector (PCC member) and, from the beginning of 2019, recharged that cost to St Helen's - 2019 £32,075 (2018: £nil)
- GSHT made a grant of £65,000 (2018: £100,000) to the PCC during the year and this is included in income as part of grant receipts (Note 2).

#### **Crossway Stratford (Crossway) (registered charity no. 1172415)**

St Helen's former PCC member Mr A Henderson (until 24 April 2017) and former member Rev J Child (resigned 31 July 2017) are trustees of Crossway.

St Helen's objective has been to establish an independent church plant at Crossway, Stratford and, to that end, has received income, mainly donations, and incurred operating expenses in a restricted fund. These activities became the full responsibility of Crossway when it started to operate an independent charity in 2018 and, accordingly, St Helen's closed its restricted fund as at 31 December 2018 and paid the remaining balance in that fund, £53,649, to Crossway as a grant. No grant was paid in 2019. Part of this arrangement was that the Rev J Child would be cease to be licensed in the Diocese of London and that he would be relicensed in the Chelmsford diocese which would, accordingly, be responsible for paying his stipends and related costs. It did not prove possible to conclude that transfer during 2019 and St Helen's was still charged for those costs by the Diocese of London. The amount involved was £39,100, which was fully recovered from Crossway.

#### **Renew Conference (Renew) (registered charity no. 1174727)**

St Helen's PCC members Rev W Taylor and KMP, Partnership and Projects Leader, Mr B O'Donoghue, are trustees of Renew.

During the year:

- St Helen's paid Renew £2,055 (2018: £1,246) in order for PCC members, a key management person and an employee to attend a conference held by Renew.
- St Helen's incurred hospitality and administrative expenses on behalf of Renew amounting to £399 (2018: £209).
- Renew reimbursed St Helen's £297 (2018: £209) in respect of these expenses.

## Notes to the Financial Statement

For the year ended 31 December 2019

### 19. Statement of Financial Activities (for the prior year)

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Further details Note
<b>Income and endowments from:</b>				
Donations and legacies	2,955,669	275,379	3,231,048	<b>2</b>
Charitable activities	477,168	4,541	481,709	<b>3</b>
Other trading activities	63,050	-	63,050	<b>4</b>
Investments	9,567	-	9,567	<b>5</b>
Other income	84,613	9,881	94,494	<b>6</b>
<b>Total income</b>	<b>3,590,067</b>	<b>289,801</b>	<b>3,879,868</b>	
<b>Expenditure on:</b>				
Charitable activities	3,594,183	465,064	4,059,247	<b>9</b>
<b>Total expenditure</b>	<b>3,594,183</b>	<b>465,064</b>	<b>4,059,247</b>	
<b>Net income/(expenditure)</b>	<b>(4,116)</b>	<b>(175,263)</b>	<b>(179,379)</b>	
<b>Transfers between funds</b>	<b>(13,575)</b>	<b>13,575</b>	<b>-</b>	<b>15</b>
<b>Net movement in funds</b>	<b>(17,691)</b>	<b>(161,688)</b>	<b>(179,379)</b>	
<b>Reconciliation of funds:</b>				
Total funds brought forward	1,769,923	298,372	2,068,295	
<b>Total funds carried forward</b>	<b>1,752,232</b>	<b>136,684</b>	<b>1,888,916</b>	



## **Notes to the Financial Statement**

**For the year ended 31 December 2019**

### **20. Commitments**

At 31 December 2019, material outstanding commitments, relating to the boiler replacement project, amounted to £33,000 (2018: £nil).

### **21 Bequest of freehold properties**

As reported in the 2018 Accounts, the Rector and Churchwardens of St Helen's, Bishopsgate were informed in October 2018 that they had been left a legacy of three properties in the East End of London, the aggregate market value of which is estimated at around £2,000,000. The properties were left to the Rector and Churchwardens of St Helens, rather than to the PCC as a body. The relevant Diocesan Authority, the London Diocesan Fund (LDF), in its role as Custodian Trustee under the terms of the Incumbents and Churchwardens (Trusts) Measure 1964, as amended, is anticipated to acquire the freehold of two of these properties during 2020 and it will acquire the freehold of the third property, once it has clarified the nature of the covenants contained in the deeds to that property. Under this arrangement, the Rector and Churchwardens become the Managing Trustees for the properties.

As the PCC has no legal title to these properties, it is of the opinion that they do not form part of its accounting records.

## Independent Auditor's Report

To the Parochial Church Council of the Parish of St Helen Bishopsgate with St Andrew Undershaft and St Ethelburga Bishopsgate and St Martin Outwich and St Mary Axe

### Opinion

We have audited the financial statements of St Helen's Church for the year ended 31 December 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the church's affairs as at 31 December 2019, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the "Auditors' responsibilities for the audit of the financial statements" section of our report. We are independent of the church in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the PCC Members' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the PCC Members have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the PCC's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The PCC Members are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact.

We have nothing to report in this regard.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

## Independent Auditor's Report

To the Parochial Church Council of the Parish of St Helen Bishopsgate with St Andrew Undershaft and St Ethelburga Bishopsgate and St Martin Outwich and St Mary Axe

- the information given in the financial statements is inconsistent in any material respect with the PCC Members' annual report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records or
- we have not received all the information and explanations we require for our audit.

### Responsibilities of PCC Members

As explained more fully in the "*PCC Members' Responsibilities*" statement set out on page 9, the PCC Members are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the PCC Members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the PCC Members are responsible for assessing the church's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the PCC Members either intend to liquidate the church or to cease operations, or have no realistic alternative but to do so.

### Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the church's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the PCC Members.
- Conclude on the appropriateness of the PCC Members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the church's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the church to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

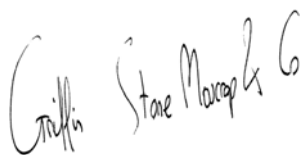
We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

## Independent Auditor's Report

To the Parochial Church Council of the Parish of St Helen Bishopsgate with St Andrew Undershaft and St Ethelburga Bishopsgate and St Martin Outwich and St Mary Axe

### Use of our report

This report is made solely to the PCC Members (who are trustees for the purposes of charity legislation), as a body, in accordance with regulations made under section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the PCC Members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the church and the PCC Members, as a body, for our audit work, for this report, or for the opinions we have formed.



Griffin Stone Moscrop & Co.  
Chartered Accountants  
Statutory Auditors

21-27 Lamb's Conduit Street  
London  
WC1N 3GS

Date 27 April 2020

Griffin Stone Moscrop & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.