



# 2019 Report and Accounts

## Parochial Church Council of St Andrew's Church, Totteridge



### **VICAR:**

The Revd. Tim Seago, BTh (Hons) Oxon.

St Andrew's Vicarage, 78 Greenway, London N20 8EJ

### **BANKERS:**

Barclays Bank plc

Whetstone

London N20 0PB

### **INDEPENDENT EXAMINER:**

Pat Greene

6 West Hill Way

Totteridge

London N20 8QP

Registered Charity No. 1128816

## Aim and Purposes

St Andrew's Parochial Church Council (PCC) has the responsibility of cooperating with the Vicar, the Reverend Tim Seago, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. To this end, the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). The PCC is also specifically responsible for the maintenance of the Parish Hall and Churchyard located behind and to the north of the main church building.

## Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become an integral part of our parish community in Totteridge. The PCC maintains an overview of worship and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out and grow in their faith as part of our parish community through:

- Worship and prayer; *Going Deeper into God* - learning about the gospel; developing knowledge & trust in Jesus.
- Missionary and outreach work – *Making New Disciples* - our 'Mission Action Plan'
- Provision of pastoral care - *Transforming Communities* - for people living in the parish and beyond.

To facilitate these objectives, it is important that we maintain in good order the fabric of the Church of St Andrew, the Parish Hall, and the churchyard grounds in which they are situated.

### St Andrew's

- a vibrant, welcoming, Christian church  
at the heart of the community,  
sharing God's love  
with everyone.



## Structure, Governance & Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. The method of appointment of PCC members is set out in the Church Representation Rules. At St Andrew's the membership of the PCC consists of our Vicar, two Churchwardens, two Readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met four times during the year with an average level of attendance of 70%. Given its wide responsibilities, the PCC is grateful to particular PCC members who take special interest in particular aspects of parish life.

## Administrative Information

St Andrew's Church is situated in the heart of Totteridge Village, Totteridge. It is part of Barnet Deanery in the Diocese of St. Albans within the Church of England. The correspondence address is The Parish Office, St. Andrew's Church, Totteridge Village, London N20 8PR. Registered charity number 1128816.

PCC members who have served at any time from 1 January 2019 until the date this report was approved are:

### Ex Officio members:

The Reverend Timothy Seago (Chair)	Vicar:
Mrs. Margaret Peart	Reader
Mrs. Marion Archibald	Reader
Mrs. Dixie Locke	Warden
Mr. Anthony Konadu-Boateng	Warden
Mrs Maureen Yates	Electoral Roll Officer
Mrs Anne Reid	PCC Secretary
Mr. Richard Peart	Stewardship Secretary

### Elected members:

Mr. John Abbott	Mrs. Liz Harris
Mrs. Alison Cornelius	Mr. Tim Harris
Mr. Richard Cornelius	Mrs. Gill Wicken
Mr. Andy Dugdale	Mr. Alex Wishart (Treasurer)
Ms. Caro Haines	

### Deanery Synod Representatives

Mr. Tim Harris  
Mrs. Dixie Locke  
Mr. Alex Wishart

# Events, Achievements and Performance

## Parish Mission Statistics

Through careful research based on service registers, stewardship records and congregation counts across the board, we have been able to establish that our total worshipping community is rather larger than previously thought: some 335 persons of all ages. 170 of these are in the 18-69 age group, 75 in the over 75 age range; 66 in the 0-10 range, and 24 in the 11-17 range. We have also noted that numbers joining and leaving the church have spiked this year, with 7 adult leavers, 25 under 18 joiners, and 19 adult joiners. This reflects something of the changing dynamic of the church constitution which extends far beyond the parish boundaries.

## Worship and Prayer

The Vicar and the PCC are keen to offer a range of services each week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, on top of our regular services of **Holy Communion**, morning and evening prayers provide a quiet, intimate and reflective environment for worship, whilst the occasional offices, **weddings, baptisms and funerals**, have been regarded as major mission opportunities. Regular services are also provided for people, particularly those new to the faith or church, or who may be unfamiliar with traditional liturgy, to engage in a more modern, contemplative and relaxed style. We were sad to lose the services of **Marion Archibald** as one of our pair of full-time Readers, but hugely thankful for the many years she has devoted to St Andrew's. She continues to serve as **Reader Emeritus** on the PCC and as a mainstay of the Pastoral Visiting team. **Reader Margaret Peart** remains a vital part of both worship and pastoral ministry efforts.

This year, and with ongoing thanks to the part played by our regular **E-News**, sent to approx **260** members of the church's GDPR compliant database, we continued to welcome **new families** into church - principally via our **10:30 Family Service** on the 1st Sunday each month, but also at our **3rd Sunday All-Age Eucharist**, where our much-valued church member, Anne Kruse, who doubles up as our parish safeguarding officer, has again been instrumental in helping youngsters engage with worship-related craft activities during the sermon. All our regular Sunday services provide something for young people, thanks also to the enhanced resources in the play area for the very young, the **interactive prayer tree** and **bubble prayer facilities**, and the **tea-light prayer stand** in the Lady Chapel.

Our fresh expression of church, the monthly **Informal Worship**, is now a regular fixture with a healthy attendance (around 30) preceded by '**Messy Church**' in the parish hall - for young and old alike. Anne Kruse has again been instrumental here in reaching out to the St Andrew's Wednesday morning playgroup membership and encouraging them to participate in this Sunday afternoon church worship, with thanks also due to the excellent support team members, you know who you are! - who regularly provide tea, coffee, soft-drinks, and home-made cake to all who attend.

Our modern-day window-on-the-world, the **St. Andrew's parish church website**, continues to be a vital resource for enquirers about St Andrew's and the large range of events and activities we host. The website continues to be complimented by users of every kind, from senior church leaders to those seeking to rent the parish hall. Much credit for keeping this

updated, along with the preparation of the e-news, is thanks to 'Mrs. Vicar', Lindy Seago, who, with our parish administrator, Sarah Newlyn, helps to keep the news and website updated, with Caro Haines updating the Parish Hall bookings calendar. Caro relinquished this task at the end of 2019 and Miriam Aquilina has offered to help out. Our thanks to Caro for her ten years service as hall administrator.



Early in 2019, Revd Tim ran a **Lent Course** based on the Garth Davis film, 'Mary Magdalene', starring Rooney Mara as Mary Magdalene and award-winning actor, Joaquin Phoenix, as Jesus. Attempting to present the much-maligned story of the principal character as so much more than that of a 'scarlet women' gone astray, we witnessed the journey of the Magdalene from a small Jewish community fishing village on the banks of Lake Galilee, turning her back on her family and home to join Jesus as one of his principal disciples, to the bitter conclusion at the foot of the cross, and to Mary's witness of the resurrected Christ. This helped us perceive Mary Magdalene in a new light and made our present-day acceptance of her as the 'Apostle to the Apostles', only declared by the Roman Catholic church in 2016, so much more plausible.

## Missionary and Outreach Work

Through baptism we thank God for the gift of life; in marriage, public vows are exchanged with God's blessing; and through funeral services friends and family can express grief, give thanks for the life completed in this world, and commend the person into God's safe-keeping. 11 children and one adult were brought to **Baptism** in 2019, seven individuals to **Confirmation**. Sadly, there were no weddings at St Andrews in 2019. Couples and families who originally came to us via occasional offices continue to attend Sunday services, which helps to some extent, fill gaps left by those passing away, or moving away, from the area.

Amongst those who died in 2019, with **12 Funerals** held either in church, elsewhere, or at local crematoria, included John Watling, Jane Hobsley, Jean Batchelor, Geoff Scott, Arnie Onisto, Vera Perry, and Irene Jones. All are much missed by the St. Andrew's church family as we give thanks for their lives. Their departure, together with the changing demographic in the parish and beyond, sharpens the challenge for us to help make St. Andrew's an attractive worship venue for new generations of church membership. Enhancements to our Parish Hall and the provision of the adjacent new car park will, we hope, continue to help in realising this ambition.

Our combined **Weekly Notices & Readings sheet**, with illustrations, art-work and/or photos, continues to enhance our worship, with many taking the sheets home each week. As with the hymn books, these are available in both standard and large print versions. The

initial set-back following the introduction of the new national General Data Protection Regulations (**GDPR**) meant that our **church database** took a big hit, but it continues to enable overseas membership, distribute the regular **e-news**, and helps keep people informed of forthcoming services and events delivered straight to their home computers. This is an effective aid to mission & worship, and the **propagation of the gospel** and its **teaching**. Hard copies of the notice sheet form an important aid to the dissemination of information to those less proficient in modern technology and, alongside the Parish Magazine, helps spread the good word.

**The Parish magazine**, laid-out, edited, and printed in-house to keep costs down, was available to all who subscribe and can be purchased for £1 in the Church and parish hall. The magazine serves as a vital showcase and forum for parish activity and keeps subscribers informed of important forthcoming dates and events to come in both church and community. Reports and articles included, range from the fun to the serious and help assert our faith in Jesus - we're always looking for more material though please, for all ages and interests. Advertising revenue continues to cover the costs of production but we would still very much like to recruit a dedicated subscriptions manager with bright ideas about how circulation could be increased.

All our church **Orders of Service** booklets are produced in-house, together with booklets for parishioners own Weddings, Funerals and Baptisms. We continue to produce our own **Welcome Booklet**, our **Church History Booklet** and our **Parish Directory**, all of which are regularly updated. Posters and flyers are produced as required, in laminate form for exterior display, posted around the parish as required to publicise special services and events.

A great deal of time and devotion is given to holding up a mirror to the church worship activities via the photo board at the back of the church which offers a regular update on recent activities either in the church or in the hall.



With pauses for Lent and Advent, '**Priest-in-Pub Night**' on the last Tuesday of the month at the Orange Tree continued to be blessed with a small yet varying attendance, always providing happy social opportunities to realise the notion that 'church' doesn't always have to be done 'in church.' The evening has been enhanced lately by including an opportunity for a slice of Pizza as we enjoy one another's company.

## Attendance

**The St Andrew's Parish Church Electoral Roll (E.R.)**, the official membership list for our parish, is up from 89 for the 2018/19 APCM, to **110** for 2019/20. We have recovered a little from the lack of re-registrations following the 6 yearly review, when the E.R. must be entirely renewed and, as predicted, the E.R. rose again during 2019 as we caught up with those who still wanted to remain on the roll. Of these 110, **47** are resident outside of the parish, which represents 43% of the total.

Figures for Easter Day attendance amounted to **151** adults and children. **66** attended the Christingle Service; Nine Lessons & Carols attracted a congregation of **67**, and a new Community Christmas Carols service attracted a further **158** adults and children, making this our most popular Christmas service by far. The Crib Service attracted **140** (89 adults & 51 children). Unusually, more folk attended Midnight Mass (M.M.) this year than the morning service on Christmas Day, with **107** at M.M. and **78** in the morning. Christmas Eve & Day congregations combined was therefore **330**, an **increase of 15** on last year's total. The new pathway lighting to the front of the church and the Christmas decorational swags were warmly received by all and sundry.

Our 'usual' Sunday attendance (USA) for 2019 across all Sunday services (including choral evensong & informal worship) averaged out at **61** (48 adults and 13 children). Although down on last year, it is encouraging to see a growing number of children attending regular church services.

## Deanery Synod

At its best, Barnet Deanery is a vital part of the body of Christ - the church (1 Cor. 12.12-13). It is a forum and support structure that reflects the needs and diversity of all the priests, people and parishes of our area - from the rural swathes of Hertfordshire to the busy towns and residencies of New & East Barnet, Potters Bar & Borehamwood. In supporting and encouraging one another, with prayer, with pastoral care, with the sharing of ideas; in chapter, at synod, wherever and whenever we gather, we support the health and wholeness of every part of this interconnected and interdependent body. Three members of our PCC, Tim Harris, Alex Wishart and Dixie Locke, acted as representatives for the deanery synod which meets 3 times a year. Elected representatives here in turn elect the lay representatives who sit on the Diocesan Synod and provides the PCC with an important link between the parish and the wider structures of the church. Meetings are informative, thought-provoking and relevant to the spiritual and practical needs of our area and diocese.

## The Church Building

We want our church to be open to our community in as many ways as possible. We feel fortunate to be able to leave the church open virtually every day of the year from 8:30 am to dusk for private worship; a much-appreciated part of our ministry to the area, and not just for members of the Christian faith – we know we function as an ecumenical space for contemplation and prayer. The renewed church heating system is a vital contribution to the general feelings of warmth that our house of God generates!

Our wonderful new church lighting system was installed and ready to be used for Advent & Christmas services - we look forward to learning how to use this better, as we anticipate and look forward to the completion of the new audio-visual and public address system to be completed early in 2020.

## The Parish Hall

The Church Hall meets stringent health & safety requirements and allows for use of the space as a much-valued community asset and income earner. Each week, the hall is used by our subsidised Mothers & Toddlers group on Wednesday mornings in term-time. At least twelve children and their carers have been regular attenders at the group, ably supported



by a volunteer member of the St. Andrew's congregation, Caroline Patel, who, together with Mrs. Anne Kruse, bring elements of Christian outreach via craft-orientated worship into this sphere of early formative activity. The hall is also used by a wide variety of local groups and agencies, including a local youth drama group, a martial arts group, the 1st Whetstone Brownies & Guides and the National Childbirth Trust.

## Pastoral Care

A number of members of our parish are unable to attend church due to sickness, mobility issues or age. Reverend Tim and Reader Emeritus Marion Archibald, visit or contact church members as requested, to offer church support and/or to celebrate communion with them, either at their homes, in care homes, hospice or hospitals. Helping those in need is a top priority of our faith. It was a vital part of our Mission Action Plan (MAP - see back page) to recruit, train and organise a rota of lay volunteers to regularly visit all who are sick or unable to get out for any other reason and to keep them in touch with church life. The parish continues to be served by the ministry of four lay parish visitors out-and-about in the community.

## Flower Arrangers

The Flower Arrangers at St Andrew's continue to be inventive and to discover new ways of using flowers to bring reverence and joy to the Church. We have two new members, Hilary Botten and Pat Dunton. We would like to thank all those who donate for the flowers on Sundays and on festivals through the year - the church would be bare without you! We had a most joyous Christening in July of Tim and Lindy's three grandsons, Jack, James and William, who live in California. This year, hedgerows in Britain had been a visual feast so we chose to decorate the Choir stalls with tiny flowers to resemble the wayside and to bring home the beauty of the English countryside.

The Church positively glistened at Christmas with silver and white foliage, crimson lilies, red berries and holly procured from all over Totteridge. Every surface and shelf was covered in foliage and candles, provided by Lindy the candlekeeper. The church glimmered particularly at the candlelit services.

The new replaceable boards made to cover the existing external Noticeboards for special occasions, have been a great success. We think it is important to decorate as much of the exterior of the Church as is possible. So many people run or walk their dogs from the side gate to the Lychgate and out on to the Lane. We always decorate the boards and the Lychgate ourselves, at Christmas with wreaths, at Remembrance with large red poppy crosses, at Harvest with flowers and vegetables and, at Easter, crosses of white lilies.



We have been kept busy with funerals, bidding farewell to some of our oldest and longstanding members. There was a special farewell to Vera Perry, who arranged and organized the flower rota for more than 30 years. As we arranged her flowers we remembered her dicta, her instructions, her favourite flowers and all the happy times we shared with her.... arranging flowers. *(Christine Riley Jean Scurr)*

## Social Committee

2019 was a good year for the Social Committee as we were back holding events in the beautiful refurbished parish hall with super lighting and acoustics. We started the year with our annual January quiz. Thanks to the generosity of our very innovative quiz master, Tim Harris, who gives each quiz a different twist and always refuses to accept any payment, this event is our biggest fund raiser. It's a real community effort attracting guests from the local area and further afield, many of whom are not regular church members but are happy to support us when possible. This event really meets all our criteria: to raise the profile of St Andrew's; to bring the community together to enjoy themselves and to raise money for church funds. We had more tables than expected so it was quite a squash but good fun and we raised £1,642.

This was followed a few weeks later by a funeral tea for 75, held in the Parish Hall. We set a very competitive price per head and made a profit as none of the committee members charge for their time.

Our flower lunch in May, raised money to help the flower team with the expense of flowers at Easter, Harvest and Christmas.

We introduced a new event, "Pimms and Hymns", in September. This was most enjoyable, thanks to Franklyn who managed to play every hymn requested and, despite the small attendance, we raised the roof with our singing and made a useful contribution to church funds. The Harvest Lunch in October was better attended than usual and the second new activity was a Scalextric evening in November organised by John Abbott and his brother, with the social committee doing the food. This event attracted many young families and some grandparents, all of whom were very competitive and loudly cheered on their cars. It was all very exciting.

The year finished with the ever-popular Christmas Reception and Lunch. Due to the committee's very careful budgeting and shopping around, we were surprised to raise £711.50.

This made our total funds raised for the year £3,007 (net of expenses).

The committee must say a very big thankyou to both our regular and occasional supporters. Your generosity in buying raffle tickets greatly bumps up our takings. Maureen Yates makes

an incredible raffle with many wonderful prizes but without your generous response we couldn't do so well. We also appreciate the way everyone lends a hand at the end of the event, stacking tables and chairs and clearing up.



Our thanks also go to the husbands, partners and sons who come along before each function and put out tables and carve turkeys. A big thank you to Sarah Wicken and Nigel for making the starter at the Christmas lunch and to John Pepe for manning the bar at each event.

The committee of Claire Bannister, Nonie Bourton, Pat Dunton, Caro Haines, Heather Pepe, Gill Wicken, Barbara Wishart, Maureen Yates and myself enjoy working together and as nobody has resigned, we look forward to another successful year in 2020.

*(Dixie Locke)*

## St Andrew's School

In the first month of the year, two ancient civilisations 'came to life' at the school - the Vikings to years 3 & 4 and the Ancient Greeks to years 5 & 6. Immersing themselves in the lives of these peoples gave the students an exciting insight into those times. In February, the **Secretary of State for Education** felt compelled to write to the school.....to congratulate them on the fact that 100% of their pupils had achieved top levels in Key Stage 2 maths and reading. This puts St Andrew's School in the top 1% of the country's primary schools! At the end of March, Year 3 performed their Djembe drumming as part of an exciting, if slightly noisy, Drumming Assembly. In April, the whole school celebrated British Science Week with every class doing experiments to explore flight by making paper aeroplanes, gliders and helicopters. They also had a science fair. In April the PTA organised a superb St George's Day Fundraiser which raised £531.



Summer at Kew Gardens! What better way to spend a June day? That's what the school thought so they took years 1 & 2 along to learn all about plants, bees and the ceramic art on display.

Also in June, the school took part in the annual Small Schools Athletics Tournament at Saracen's Alliance Park Stadium, coming 2nd – again!. Other sporting achievements throughout the year included the Kwik Cricket Tournament, superb displays from both the girl's and the boy's football teams and attendance at the Bronze Ambassador Training, helping students to become better sports leaders.

Both Year 5 and 6 gleaned some expert knowledge on their local area and, in particular, the Battle of Barnet, when they visited Barnet Museum in the autumn of 2019.

With Tim's regular visits, a superb Harvest festival at St Andrew's Church and the devotion and hard work of staff, helpers and the students themselves, this was a wonderful year that helped everyone at St Andrew's School live up to everything the community of our church stands for.

## Heart of Totteridge Appeal



2019 saw the HoT appeal reaching and even surpassing its ambitious target, meaning all phases of our original works could be completed. Christmas was lit by our amazing new lighting system, and the new sound and audio-visual system was completed in early 2020. We look forward to using it after the COVID 19 church shutdown, when the decoration will also be completed. The HoT appeal will remain active for any ongoing projects that will keep St. Andrew's at the Heart of Totteridge.

## Stewardship Report

On the positive side, three new donors have joined the Parish Giving Scheme, with a total of £ 1375 and thanks to those who agreed to include an annual inflationary increase, this provided an extra £ 402 in the year.

Four people increased their giving by Standing Order, totalling £600 a year and one person started a new SO at £150 a year. This results in an increase of £ 2527 for the year.

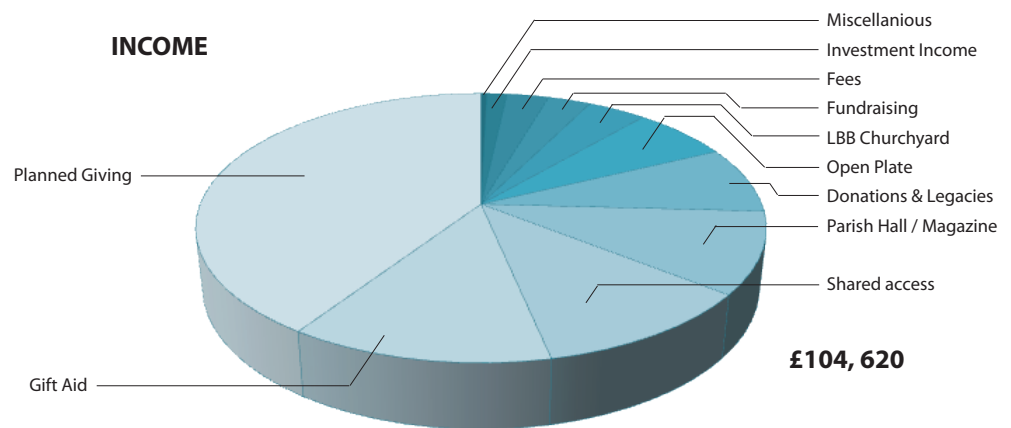
However, we lost £ 3208 in the year. Two deaths, one removal, and four stopped without warning or any response to my enquiry. This leaves a net shortfall for the year of £ 681.

This trend has been the same for a number of years now and obviously we cannot afford for it to continue. We do need to encourage our new members to the church family to give on a regular basis. Our average donation from regular givers is only £10 a week. This is the second lowest in the Barnet Deanery, which averages £15 a week. It is also lower than some of the poorer parishes in Sheffield, which should give us pause for thought. In my view, £10 a week should be a minimum, not an average.

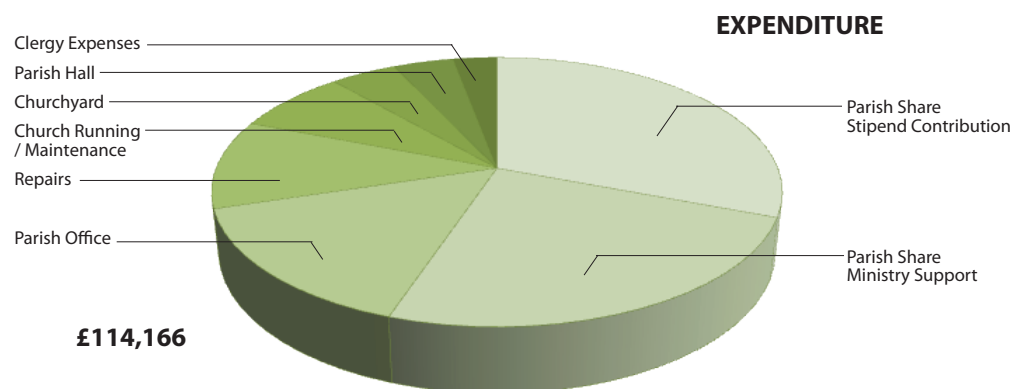
If anyone wants to increase their donation or start a new one by Standing Order or via the Parish Giving Scheme, please contact me.

*Richard Peart, Stewardship Treasurer. [rwpeart@care4free.net](mailto:rwpeart@care4free.net) 020 8449 3723*

The breakdown of our 2019 unrestricted income and expenditure are shown below.



The level of planned giving remains relatively static. However open plate collections, including those taken with the card reader, are significantly up on last year. Parish Hall income has recovered from last year's artificial low (due to the Hall being closed for a long period for refurbishment). We received two legacies in 2019. The Shared Access (formerly NetOne) mobile phone installation is a major source of guaranteed income. Investment income remains very low since we have sold 60 % of our unrestricted investment income shares over the last five years to meet the year on year deficit between income and expenditure.



Significant repair work had to be performed as a result of the damage caused by break-ins to the Parish Office and the theft of lead from the Church roof together with attempted theft of tiles from the Lych Gate. These repairs and the theft of office equipment are covered by our insurance, but we pay the excess on each claim.

Since our expenditure significantly exceeded income, the PCC decided to hold the Parish Share contribution to the same level as in 2018, which is 82% of the requested Parish Share for 2019. This still leaves an annual deficit for 2019 of £8,679 which will be funded, as in previous years, from our diminishing reserves.

## Reserves Policy

Certain sources of income, notably legacies and donations, are not, by their nature, predictable and so reserves are necessary to allow the PCC to continue its work should these sources fall significantly. It is the policy of the PCC that, generally and in most years, fixed overheads are intended to be met out of ordinary income. Extraordinary income is to be used to accumulate reserves and to fund special projects as determined from time to time expressly by the PCC.

It is the Trustees' intention to review both the reserves policy and levels of unrestricted reserves on an annual basis.

# Independent Examiner's Report to the members/trustees of St Andrew's Church, Totteridge, Parochial Church Council

I report on the accounts for the year ended 31st December 2019 which are set out on pages 14 to 15.

## Respective responsibilities of the Trustees and Independent Examiner.

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

## Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

## Independent Examiner's Statement

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

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

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

or

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



6 West Hill Way  
Totteridge  
London, N20 8QP

Date: 10 April 2020

# THE PAROCHIAL CHURCH COUNCIL OF ST. ANDREW, TOTTERIDGE

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31 December 2019

	Note	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2019 £	Total 2018 £
<b>INCOMING RESOURCES</b>						
Voluntary income	2(a)	75,048	240	-	75,288	68,734
Activities for generating funds	2(b)	3,619	147,873	-	151,492	338,533
Income from investments	2(c)	1,416	603	1,294	3,313	3,726
Church activities	2(d)	24,537	-	-	24,537	22,351
<b>TOTAL INCOMING RESOURCES</b>		<b>104,620</b>	<b>148,716</b>	<b>1,294</b>	<b>254,630</b>	<b>433,344</b>
<b>RESOURCES EXPENDED</b>						
Church activities	3(a)	114,166	133,484	-	247,650	469,159
Cost of generating voluntary income	3(b)	-	-	-	-	4,110
Governance costs	3(c)	-	-	-	-	-
<b>TOTAL RESOURCES EXPENDED</b>		<b>114,166</b>	<b>133,484</b>	<b>-</b>	<b>247,650</b>	<b>473,269</b>
<b>NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS</b>		<b>(9,546)</b>	<b>15,232</b>	<b>1,294</b>	<b>6,980</b>	<b>(39,925)</b>
<b>GROSS TRANSFERS BETWEEN FUNDS</b>	5	<b>868</b>	<b>(868)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET INCOMING (OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>(8,678)</b>	<b>14,364</b>	<b>1,294</b>	<b>6,980</b>	<b>(39,925)</b>
<b>OTHER RECOGNISED GAINS</b>						
Gains on investment assets	7(a)	7,569	-	7,003	14,572	(648)
<b>NET MOVEMENT IN FUNDS</b>		<b>(1,109)</b>	<b>14,364</b>	<b>8,297</b>	<b>21,552</b>	<b>(40,573)</b>
Balances b/fwd 1 January 2019		80,575	69,029	42,117	191,721	232,294
<b>Balances c/fwd 31 December 2019</b>		<b>79,466</b>	<b>83,393</b>	<b>50,414</b>	<b>213,273</b>	<b>191,721</b>

# THE PAROCHIAL CHURCH COUNCIL OF ST. ANDREW, TOTTERIDGE

## BALANCE SHEET AT 31 DECEMBER 2019

	Note	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2019 £	Total 2018 £
<b>FIXED ASSETS</b>						
Tangible	6	23,634	-	-	23,634	25,783
<b>CURRENT ASSETS</b>						
Stock						
Investments	7(a)	47,995	-	44,406	92,401	77,828
Debtors and prepayments	7(b)	8,155	3,614	-	11,769	13,040
Short term deposits		2,500	71,054	-	73,554	83,169
Cash at bank and in hand		14,038	8,725	6,008	28,771	28,634
		72,688	83,393	50,414	206,495	202,671
Creditors - amounts falling due within one year	8	(16,856)	-	-	(16,856)	(36,733)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<b>55,832</b>	<b>83,393</b>	<b>50,414</b>	<b>189,639</b>	<b>165,938</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>79,466</b>	<b>83,393</b>	<b>50,414</b>	<b>213,273</b>	<b>191,721</b>
<b>TOTAL NET ASSETS</b>		<b>79,466</b>	<b>83,393</b>	<b>50,414</b>	<b>213,273</b>	<b>191,721</b>

Approved by the Parochial Church Council on 18 March 2020 and signed on its behalf by:



The Revd Tim Seago (PCC Chairman)



Alex Wishart (Treasurer)

The notes on pages 16 to 19 form part of these accounts.

# THE PAROCHIAL CHURCH COUNCIL OF ST. ANDREW, TOTTERIDGE

## NOTES TO THE FINANCIAL STATEMENTS

For the year ending 31 December 2019

### 1. ACCOUNTING POLICIES

#### Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

#### Fund accounting

*Endowment funds* are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

*Restricted funds* comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

*Unrestricted funds* are income funds which are to be spent on the PCC's general purposes.

#### Incoming resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

#### Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

The PCC estimates that the Parish Hall cost about £50,000 to construct; the building has been fully depreciated. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

A new Church heating system, compliant with the Diocesan heating standards, was installed at the end of 2016 at a cost of £32,230. This is being depreciated over 15 years.

Investments are valued at market value at 31 December.

## 2. INCOMING RESOURCES

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2019 £	Total 2018 £
<b>2(a) Voluntary income</b>					
Planned giving: Gift Aid donations	40,530	240	-	40,770	43,016
Other	1,992	-	-	1,992	-
Collections: (open plate)	6,830	-	-	6,830	4,768
Tax Recoverable:	13,268	-	-	13,268	10,820
Grants: Barnet Council (churchyard)	4,105	-	-	4,105	3,069
Donations, appeals, etc.	2,823	-	-	2,823	1,058
Legacies	5,500	-	-	5,500	6,003
	<b>75,048</b>	<b>240</b>	<b>-</b>	<b>75,288</b>	<b>68,734</b>
<b>2(b) Activities for generating funds</b>					
Parish Magazine (advertising and sales)	612	-	-	612	1,545
Fund raising	3,007	118,485	-	121,492	320,382
Tax recoverable	-	29,388	-	29,388	16,606
	<b>3,619</b>	<b>147,873</b>	<b>-</b>	<b>151,492</b>	<b>338,533</b>
<b>2(c) Income from investments</b>					
Dividends on CBF Investment Fund	1,398	-	1,294	2,692	2,941
Bank and CBF Deposit Fund Interest	18	603	-	621	785
	<b>1,416</b>	<b>603</b>	<b>1,294</b>	<b>3,313</b>	<b>3,726</b>
<b>2(d) Income from church activities</b>					
Fees for weddings and funerals	2,946	-	-	2,946	3,322
Parish Hall lettings - local community use	9,628	-	-	9,628	7,231
NetOne Mobile Phone Mast	11,550	-	-	11,550	11,556
Miscellaneous	413	-	-	413	242
	<b>24,537</b>	<b>-</b>	<b>-</b>	<b>24,537</b>	<b>22,351</b>
<b>Total incoming resources</b>	<b>104,620</b>	<b>148,716</b>	<b>1,294</b>	<b>254,630</b>	<b>433,344</b>

## 3. RESOURCES EXPENDED

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2019 £	Total 2018 £
<b>3(a) Church activities</b>					
Missionary and charitable giving	-	-	-	-	-
Ministry: Diocesan parish share	63,007	-	-	63,007	63,123
Other ministry costs	3,360	-	-	3,360	2,713
Church Running and maintenance	8,722	-	-	8,722	15,176
Major repairs - structural renewal	12,224	133,265	-	145,489	365,441
Sunday School	-	37	-	37	20
Churchyard upkeep	5,064	182	-	5,246	4,105
Parish Hall running costs	4,636	-	-	4,636	3,552
Parish Office, including printing, stationery and magazine	17,153	-	-	17,153	15,029
	<b>114,166</b>	<b>133,484</b>	<b>-</b>	<b>247,650</b>	<b>469,159</b>
<b>3(b) generation of voluntary income</b>					
Stewardship costs	-	-	-	-	-
Costs of appeals	-	-	-	-	4,110
<b>3(c) Governance costs</b>					
PCC members induction training	-	-	-	-	-
Independent examiner's remuneration	-	-	-	-	-
<b>Total resources expended</b>	<b>114,166</b>	<b>133,484</b>	<b>-</b>	<b>247,650</b>	<b>473,269</b>

#### 4 (a). STAFF COSTS

The PCC uses the services of gardeners, organists, a cleaner and an office administrator, all self-employed and part-time. Total remuneration paid to them in 2019 was £21,258.

#### 4 (b). PAYMENTS TO PCC MEMBERS

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

### 5. ANALYSIS OF TRANSFERS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £
Hymn book fund to unrestricted funds	868	(868)

### 6. FIXED ASSETS

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2019 £	Total 2018 £
<b>Cost</b>					
Balance carried forward	32,230	-	-	32,230	32,230
<b>Depreciation</b>					
Balance brought forward	6,447	-	-	6,447	4,298
Charge for the year	2,149	-	-	2,149	2,149
Balance at 31 December 2019	8,596	-	-	8,596	6,447
<b>Net book value at 31 December 2019</b>	<b>23,634</b>	<b>-</b>	<b>-</b>	<b>23,634</b>	<b>25,783</b>

### 7. CURRENT ASSETS

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2019 £	Total 2018 £
<b>7(a) Investments</b>					
Market value at 1 January 2019	40,426	-	37,403	77,829	91,476
Disposal	-	-	-	-	(13,000)
Purchases at cost	-	-	-	-	-
Net gains	7,569	-	7,003	14,572	(648)
Market value 31 December 2019	47,995	-	44,406	92,401	77,828
<b>7(b) Debtors (unrestricted funds)</b>					
Tax recoverable	2,654	-	-	2,654	8,413
Prepayments and accrued interest	-	-	-	-	-
Other debtors	5,501	3,614	-	9,115	4,625
	<b>8,155</b>	<b>3,614</b>	<b>-</b>	<b>11,769</b>	<b>13,038</b>

### 8. LIABILITIES

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2019 £	Total 2018 £
Amounts falling due in one year					
Accruals for utility and other costs	900	-	-	900	938
Other creditors	948	-	-	948	20,672
Parish Share	15,008	-	-	15,008	15,123
	<b>16,856</b>	<b>-</b>	<b>-</b>	<b>16,856</b>	<b>36,733</b>
Amounts falling due after one year	-	-	-	-	-
Other creditors	-	-	-	-	-

## 9. FUNDS

Fund movements	Collins	Fabric	Emond	Heart of Totteridge	Hymn Books	Total
	£	£	£	£	£	£
Balance at 1 January 2019	25,000	1,992	5,000	36,169	868	69,029
Incoming resources	182	-	37	148,497	-	148,716
Resources expended	(182)	-	(37)	(133,265)	-	(133,484)
Investment gains	-	-	-	-	-	-
Transfer	-	-	-	-	(868)	(868)
Balance at 31 December 2019	25,000	1,992	5,000	51,401	-	83,393

## 10. QUINQUENNIAL INSPECTION

The quinquennial inspection was carried out in 2019. Apart from some items of a safety nature, most of the recommendations relate to the usual items of roof slates, gutters and pointing, with some additional weather protection recommended for the Tower roof. A committee will meet to discuss priorities and costs for carrying out the work.

## 11. INSURANCE

The church buildings and contents are insured with a loss limit of £5,600,000 through a Diocesan group scheme. The parish hall and contents are insured with a loss limit of £2,800,000.

## 12. INVESTMENT POLICY

The 2,509.4 Income shares in the CCLA CBF Church of England Investment Fund are held as a long term investment. The unit price can rise or fall depending on stock market conditions, and the investment policy of the manager of the funds.

## 13. CHURCHYARD

The London Borough of Barnet made a payment of £4,105 for maintenance of the upper churchyard and war memorial.

## 14. CHARITABLE SUPPORT

Dedicated collections and events organised by support groups raised funds for and made the following contributions to Charitable organisations:

	2019	2018
	£	£
Poppy Appeal	413	337
Bishop's Harvest Appeal	115	140
Age UK	220	-
	-----	-----
	<b>748</b>	<b>477</b>
	-----	-----

## 15. OTHER COMMITMENTS

None.

The St. Andrew's Mission Statement and Action Plan was formally adopted by the PCC in March 2015 and the APCM in April 2015.

Our agreed vision statement is:

**We aim to be a vibrant, welcoming, Christian church at the heart of the community, sharing God's love with everyone**

Much of our 2015-20 Mission Action Plan (MAP) has now been achieved and it will be our task early in 2020 to reassess where St Andrew's church members should place their priorities in furthering the mission left to us by Christ, both in and beyond our parish, for the future. The MAP and its re-evaluation will be an important point of focus for the St Andrew's church family throughout the year to come, in spite of Covid 19.



**St. Andrew's Parish Church**

Totteridge Village  
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