

The Parish of S. Augustine w S. John, Kilburn
Annual Report of the Parochial Church Council
for the year ended 31st December 2019.

Administrative Information

The Church of S. Augustine Kilburn is situated in Kilburn Park Road in the City of Westminster. It is part of the Deanery of Paddington within the Archdeaconry of Charing Cross and the Two Cities Area of the Diocese of London within the Church of England.

Having passed the House of Bishops' Resolution the Parish is under the Episcopal Care of the Bishop of Fulham (under The London Plan).

The Parochial Church Council of the Ecclesiastical Parish of S. Augustine w S. John, Kilburn is registered with the Charity Commission.

Parochial Church Council (PCC) members who have served from 1st January 2018 until the date this report was approved are:

Incumbent / Chairman	The Revd Fr. Colin J. Amos SSC
Vice Chairman	Mrs Rebecca Osei-Asiamah
Churchwardens	Mr. Glyn Williams Mr. Abi Allison
Diocesan Synod Representatives on the Deanery Synod	Miss Thalia Nettleton Mrs. Cecilia Anim Mrs. Mandisa Baleka to 28 th April 2019 Miss Thalia Nettleton
Elected Members	Mrs. Hazel Adams Mr Jake Goedhuis from 28 th April Mr. Lawrence Harrault Mr. Stephen Johnson Mrs Ionie King Mr. Jozef Orzech Miss Joanne Osei-Asiamah Mrs Rebecca Osei-Asiamah Miss Jathlene Robinson Ms. Tatika Wyre to 28 th April 2019

Structure, Governance and Management

The method of appointment of the PCC members is set out in the Church Representation Rules. All adult communicants are encouraged to register on the Electoral Roll and stand for election to the PCC.

Bankers

Nat West Bank PLC, Kilburn High Road, London.

Correspondence Address:

The Incumbent
The Vicarage, Kilburn Park Road, London, NW6 5XB

Registered Charity Number: 1132507

Background

The PCC of the Parish of S. Augustine w S. John, Kilburn, co-operating with the Incumbent, has the responsibility of promoting the Gospel of Jesus Christ and the mission of the Church within the parish and more widely. The Church of England has been described as the one institution that exists for the benefit of those outside.

Due to the established nature of the Church, everyone within the geographical boundaries of the parish can look to S. Augustine's as 'their' parish church.

Practically, the Incumbent and the PCC have responsibility for maintaining the Church plant and the Assistant Curate's flat.

The Parish Church

Since it was opened in 1875 and consecrated in 1880 the Parish of S. Augustine, Kilburn has held full catholic privileges. The Church was built during the resurgence of the Anglo-Catholic movement. Having passed Resolutions A, B & C under the Priests (Ordination of Women) measure 1993 and passed the new Resolution in September 2015 under the House of Bishops' Declaration; in accordance with 'The London Plan' the parish is under the care of the Bishop of Fulham.

The Life of the Parish 2019

The parish continued in 2019 with the intent to offer a daily mass with additional devotional services of Stations of the Cross and Holy Rosary offered throughout Lent. However, for revised safeguarding reasons too few parishioners were supporting the daily mass which was subsequently suspended for August & September and re-introduced October onwards with a new commitment of support from the laity.

The Sacraments of Holy Baptism, Confirmation and Confession were all celebrated.

The main focus remains worship on Sunday and provision of a Sunday School.

We welcomed Bishop Jonathan as he Confirmed 4 candidates in July followed by another one on Advent Sunday prior to the Fulham Area Advent Carol Service hosted by the parish.

St. Augustine's Patronal Festival was celebrated on Sunday 27 May 2019 which introduced many parishioners to the format of the Patronal Festival which was kept i.e. rosary street procession.

Fr. Amos celebrated with the Parish and visitors from his Title and St. Theodore, Port Talbot parish his 25th Silver Jubilee of Priesting.

Our Harvest Festival in October was supported for the second year by children and staff from St. Augustine's Primary School offering musical contributions to the worship. This is aided by our Musical Director & Organist, Mr. Daniel Turner being appointed as Music Teacher to the Primary School.

Due to an overall lack of support and energy expended –v- financial or other gains a Summer Tea Party with stalls was held rather than a Fayre. This is something to build upon. For similar reasons Advent Pop Up Stalls were held rather than a Christmas Fayre. Both were in aid of the Organ Fund as were occasional Saturday Sales Tables.

A Parish Pilgrimage to the Shrine of Our Lady of Walsingham was conducted.

Parishioners attended the Bishop of Fulham's Lay Congress.

Every Saturday we continue to welcome (as we have since September 2012) the Community Payback workers without whose work the parish ground maintenance and most cleaning would be lacking in support.

In line with all parishes a new Electoral Roll was enacted in 2019 with everybody required to re-apply to be on it.

Worship and Occasional Offices

The following table shows the average mass: Communicants / Attendance:

SUNDAYS	2012	2013	2014	2015	2016	2017	2018	2019	2020
8.00am Mass	9.9/ 10.6	7.0 / 7.9	7.2 / 7.9	9.5 / 9.8	9.6/ 10.4	9.6/ 10.1	8.5/ 9.4	8.2/ 9.2	
10.30am Solemn Mass	70.5 / 99.18	62.9 / 94.9	62.0 / 97.1	55.3 / 85.3	57 / 81.6	56.5/ 87.9	54.7 / 78.4	54.6/ 70.2	
Evensong / Evening Prayer	/11.0	/10.7	/8.6	/7.7	/8.5	/ 6.0	/3.1	/5.3	
Average Communicants per week *	89.7	80.4	74.5	71.6	73.	71	65.8	66.3	
Holy Baptisms	9	17	10	4	6	10	3	2	
Confirmations	0	10	8	6	7	0	9	5	
Holy Matrimony	2	1	1	2	1	0	0	0	
Church Funerals	4	6	5	6	5	10	8	6	
Electoral Roll	110	98 - new	124	125	129	140	133	94- new	

On average 0.5 person attended Evening Prayer per week in 2018 who did not attend a Sunday mass.

From November 2017 Evensong became Evening Prayer.

* N.B. These figures do not include extra school mass communicants / requiem masses etc.

N.B. These figures are in the context of the de-population of the parish with the rebuilding of parts of Kilburn Park Road plus the compulsory eviction within 2016 of most residents from Durham and Gloucester House and the Tollgate estate.

The Parochial Church Council

The PCC met 6 times in 2019.

In the course of these meetings the main areas of attention included:

Election of: Lay Vice Chair, Secretary, Treasurer, Safeguarding Officer, Children's Champion and Electoral Roll Officer.

Reviewed and approved the Parish Safeguarding Policy.

Continued implementation of new GDPR regulations.

Over seen the Churchwardens maintenance of the Inventory.

Considered the Annual Returns Report of the parish concerning its Ministry and Mission.

Extended its Mission Action Plan focusing on 'Welcome'

Continued the Organ Restoration & Completion Project – target £650,000.00

Maintained contact with Telford Homes regarding Durham & Gloucester Houses re-development.

Received reports from the Foundation Governors regarding St. Augustine's Primary School.

Received reports from the Foundation Governors regarding St. Augustine's High School.

The PCC appointed Parish Foundation Governors to the new St. Augustine's Federated Schools.

Ended a Faculty Licence Agreement with Perfect Mobile Creche upon their notice.

Approved a variation of Faculty Licence with respect to NET telecoms in the tower.

Agreed a Common Fund Contribution of £56,500.00 for 2020 (a £2,000.00 increase).

Entered into contracts with location managers for filming and recording opportunities.

Received reports from Deanery and Diocesan Synods.

The PCC participated in the Diocese of London 'Discerning our Vision 2030' survey.

Safeguarding

Mrs. Hazel Adams was elected our Safeguarding Officer and Mr. Jozef Orzech was elected the Parish Children's Champion. Both are Parochial Church Councillors and both lead/assist with the Sunday School providing high profile and communication.

In line with diocesan policy, all those working with children and young people are required to hold an enhanced DBS disclosure. The new PCC reviewed and re-affirmed its commitment to the Safeguarding of Children and Vulnerable Adults. The PCC approved other members of the congregation to be appointed to positions for which DBS checks were required, obtained and recorded by the PCC before the appointments were made. The PCC had Safeguarding on the agenda of all its meetings.

A parish Safeguarding Audit was conducted and along with the annual adoption of the Safeguarding Policy these were submitted to the diocese.

Belatedly the diocese advised clergy and parishes of new expectations arising from Bishops' guidance on safeguarding children and vulnerable adults; these have been implemented by the PCC.

Fabric, Goods and Ornaments - Log Book

Electrical items PAT tested.

Fire extinguishers serviced and new ones purchased as required.

Diocesan guttering cleaning undertaken.

Organ serviced / tuned.

Heating system maintained.

The pulpit crucifix was restored.

Post storm damage to loose slates allowing water into St. Michael Chapel was attended to.

Review of the Meetings of Deanery Synod 2019

The Parish was represented at all Paddington Deanery Meetings with a report from each provided to the PCC.

Review of the Meetings of Diocesan Synod 2019

The Parish was represented at all Diocesan Synod Meetings with a report from each provided to the PCC.

Report from Bell Tower

Our band continues to ring every Sunday before High Mass and to practise on Monday evenings. Our newest recruits are expanding their abilities and we benefit from occasional visiting ringers on Sunday mornings.

In 2019 we rang five quarter peals for special occasions. The first as part of the Association quarter peal day in March. One in April was rung in memory for a friend of one of our regular band.

We rang another for the silver jubilee of priesthood of Fr. Amos and this was a first quarter peal for Arsalan. In September we rang a quarter peal for the interment of ashes of Robert Ingham, with his brother James Ingham and some of his ringing friends.

Our last quarter peal of the year was St Augustine's bob doubles on Sunday 29th December.

Our summer outing took us to Buckinghamshire with our regular ringers and our most regular visitors from the least experienced to the most experienced.

We hosted a district daytime practice on a Wednesday morning in August as part of a new initiative for roving monthly daytime practices. The St Augustine's band came second in the district striking competition in May and then hosted the Association striking competition in the autumn and came second again. We are grateful for the support from Fr. Amos and the Churchwardens in supporting this additional activity.

We rang for Notre Dame in April, in line with the national request, and also before the Advent Carols & Benediction service on Advent Sunday evening with the Bishop of Fulham.

All our ringers are members of the Middlesex County Association and London Diocesan Guild of Church Bell Ringers.

We are always open to new learners who would like to visit the tower and see whether bellringing could be a new hobby.

Pauline Dingley and Lucy Chandhial

Report from Sunday School

The Sunday School teachers are Hazel Adams, and Laura Collignon. Josef Orzak, who is the St Augustine's Childrens' Champion is helping most weeks. For family reasons Laura left the congregation in June 2019, and we miss her valuable input at Sunday school immensely. Other parents also assist e.g. with taking the register. When the children arrive at Sunday school they are given a worksheet with pictures and puzzles based on that week's Bible readings.

We have a Bible reading usually from that week's gospel and a discussion with the children about the message Jesus is teaching. This is followed by craft and activities relevant to the reading, and sometimes we have games and songs. When the weather is good enough Sunday School takes place in the garden.

Before we come back into church we have prayers where we encourage the children to say thank you for good things that have happened, to pray for the sick and those in difficulty, and to pray for the week ahead. All children and attending parents are encouraged to join in the prayers.

Ages range from 0 up to around 11 and we also sometimes have older children. Although there are toys for the babies and younger children they are encouraged to participate in the Sunday School activities as much as possible. Children under 5 years must be accompanied by a parent or guardian.

Sunday School ran for 52 weeks of the year in 2019. We had a total of 332 attendances of children and 142 attendances of adults, so on average six children and three adults per week.

Hazel Adams

Parish Mission Action Plan

The Parochial Church Council of the Parish of S. Augustine w S. John Kilburn remains the following areas:

- i) Focus on the Parish's Ministry and Mission – attention needed to Welcome including on site advertising to help attract people and more / trained welcomers to greet upon their entry into the Church especially when coming to a service.
- ii) To continue to focus on fabric repairs and improvements to the church especially where it enables: health & safety / further community use / aids the rental income stream.
- iii) the stewardship of all members in terms of time, talents and financial giving
- iv) Explore Capital Vision 2020's ideals of being: More Confident, More Compassionate and More Creative within the parish and particularly as they apply to the above.

www - Fr. Amos

www – Mrs. Rebecca Osei-Asiamah

Approved by the PCC on 9 th March 2020 and signed on their behalf by:

Fr. Colin J. Amos SSC, Vicar and Chairman and Mrs. Rebecca Osei-Asiamah Lay Vice-Chair

St Augustine's Parochial Church Council

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Parish Accounts for the Year 2019

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Financial Review for 2019

General Account

On the income side, Christian Stewardship suffered a significant drop (about 11%) compared to 2018, which itself recorded a decrease. This had an inevitable effect on Gift Aid refunds, which have also reduced. Furthermore, when the Collection Plate, Occasional Office (OO) collections (weddings and funerals) – by nature out of our control, – Gift Aid (GA) and a small investment income are added, the overall fall amounts to more than 15% compared to 2018. This is largely explained by deaths, moves into nursing homes, moving away (for housing, employment or childcare reasons).

On the expenditure side, our contribution to the Common Fund was adjusted to a lower level than in previous years, due to the diocesan insurance grant being terminated this year. However, Christian Stewardship has once again failed to cover this, with a gap of almost £17,000 (last year's gap was more than £15,000).

On a positive note, the record reached in 2018 for Hires (almost £34,000) has been substantially beaten. The long-standing commitment shown by Glyn and Fr Amos in ensuring that we keep a regular flow of church hires has been rewarded with the remarkable figure of more than £49,000. Ideally, this income should be used to cover church maintenance and any exceptional expenditure and, hopefully, feed into the present Organ restoration and completion Fund.

Fabric Account

No money was spent on the church fabric in 2019 as the repairs of the former heating grills in the side aisles were paid for from the current account (£1800). This came after two years without any spending since the Heating Project was completed in December 2016.

The 'general fabric' section of the Fabric Account, without any income from the Listed Places of Worship Scheme this year, was boosted by a transfer from the General Account.

The 'organ restoration' section enjoyed an increase of more than 21,500. However, this was 39% down on 2018, in the absence of grants received this year.

Conclusions

Whereas the General Account generated a surplus of almost £6500 in 2018, this more than doubled to some £13,200 in 2019. This provides us with a reasonable cash-flow for regular expenditure.

Whereas the Fabric Account generated a surplus over £55,000 in 2018, this went down to about £35,200.

Thanks are due to Ian Lawrence for his continued work on Gift Aid, to all those who counted collection money Sunday by Sunday and, above all, to Father Amos and to Glyn for their unflinching efforts with regard to church hires.

Lawrence Harrault
Treasurer

St Augustine's Parochial Church Council
Accounts for the period from 1 January to 31 December 2019

Summary of Income and Expenditure

Income		Expenditure	
<u>General Account</u>			
Christian Stewardship	37,629.54		
Gift Aid	11,894.34		
Listed Places of Worship	0.00		
Collection Plate	3,977.68		
Occasional Office Donations	873.11		
Gift Aid envelopes	276.00		
Investment Income	5.16		
	54,655.83		
Priest's Jubilee donations	430.00	Clergy	2,667.32
		Locum Tenens	75.00
Hire	49,392.00	Hire costs (legal fees)	720.00
Candles	1,931.80	Organ, Organist, Music	5,038.26
Mission & Charities	1156.00	Candles	1,338.44
Occ. Office Fees received	1,614.00	Altar	252.67
		Mission & Charities	928.00
		Occ. Office Fees paid	590.00
		Common Fund	54,500.00
Heating refunds	3,610.20	Gas	5,202.27
Electricity refunds	2,688.60	Electricity	10,156.60
Church Flat	7,732.00	Church Flat	8,238.07
Crucifix donation	130.00	General Expenses	5,504.43
Tea money	1,103.12	Tea & Catering	165.81
Bookstall	383.80	Bookstall	349.72
Flower donations	143.00	Flowers paid	205.00
Walsingham Pilgrimage	580.00	Walsingham Pilgrimage	571.00
Grants (general)	0.00	Insurance	15,847.48
	<u>70,894.52</u>		
Total	125,550.35		112,350.07
Excess Income/expenditure	<u>13,200.28</u>		

Fabric Account

Income		Expenditure	
Fabric Fund - LPW Scheme	0.00		
Friends	3,454.01	General fabric	0.00
Telecoms	14,300.00	Organ restoration	0.00
Grants (fabric)	0.00	Banner restoration	0.00
Organ Fund - Donations	12,986.63		
Organ Fund - Occ. Offices	1,215.26		
Organ Fund - Concerts	850.76		
Organ Fund - Books & Clothes	100.00		
Organ Fund - Summer Event	882.60		
Organ Fund - Gift boxes	1,148.12		
Organ Fund - Pop up tables	980.00		
Total	35,917.38		0.00
Excess Income/Expenditure	<u>35.917.38</u>		

St Augustine's Church, Kilburn

Balance sheet on 31 December 2019

Income	200 Club	1,630.00	Current A/c	5,068.79
	General	125,550.35	Reserve A/c	14,399.34
	Fabric	35,917.38	CBF Deposit	166,582.75
	Total	<u>163,097.73</u>	200 Club	15,286.02
Expenditure			Flowers box	122.00
	General	112,350.07	Interest accrued	1,380.58
	Fabric	0.00	Surplus	<u>50,747.66</u>
	Total	<u>112,350.07</u>		<u>253,587.14</u>
Represented by:				
Surplus	200 Club	1,630.00	Current A/c	10,419.22
	General	13,200.28	Reserve A/c	4,427.58
	Fabric	35,917.38	CBF Deposit	221,762.32
	Total	<u>50,747.66</u>	200 Club	16,916.02
			Debtors	0.00
			Flowers box	<u>62.00</u>
				<u>253,587.14</u>

Analysis of Accounts for the Year 2019

Analysis for General Expenses

Worship	Service sheets	651.10	Incl. Sunday School sheets
Administration	Photocopier Office supplies Parish website	149.51 88.15 252.00	Maintenance
Finance	Supplies Examiner of Accounts	200.32 75.00	Stewardship envelopes
Church hall	Water Supplies	126.28 67.36	Hygiene etc.
Church safety	Roof maintenance Fire safety testing Fire extinguishers Heating grills (side aisles)	1,032.00 291.12 124.27 1,800.00	Incl. Lightning protection
Church grounds	Lawn mower	298.00	
Miscellaneous	Statue restoration	350.00	Pulpit crucifix

Analysis for Fabric Account

Income received 1 January – 31 December 2019

Source	Unrestricted	Designated	Restricted	Total
LPW Scheme	0.00		0.00	0.00
Friends		3,454.01		3,454.01
Telecoms	14,300.00			14,300.00
Grants			0.00	0.00
Organ Fund				
- Donations			12,986.63	12,986.63
- Occ. Offices			1,215.26	1,215.26
- Concerts			850.76	850.76
- Gift boxes			1,148.12	1,148.12
- Sales			100.00	100.00
- Summer Event			882.60	882.60
- Pop up tables			980.00	980.00
Interest received (CBF + Reserve)	380.58	1,000.00		1,380.58
Totals	14,680.58	4,454.01	18,163.37	37,297.96
Transferred from Current Account	17,881.61			
Grand Totals	32,562.19	4,454.01	18,163.37	55,179.57

Funds in the Fabric Account on 31 December 2019

Funds	General Fabric	Organ Restoration	Banner Restoration	Total
Balance forwarded Jan 1	37,045.64	126,036.66	3,500.45	166,582.75
Income Jan – Dec 2019	32,562.19	22,617.38	0.00	55,179.57
Totals	69,607.83	148,654.04	3,500.45	221,762.32
			CBF Balance	221,762.32

Dual Year Summary of Accounts

General Account

General (unrestricted) Income

	2018	2019
Christian Stewardship	42,704.58	37,629.54
Gift Aid	12,605.91	11,894.34
LPW Scheme	2,663.16	0.00
Collection plate	4,053.69	3,977.68
Occ. Offices Collections	2,437.23	873.11
Gift Aid envelopes	370.50	766.00
Gift boxes	170.36	n/a
Investment income	5.16	5.16
Total General Income	65,010.59	55,145.83

Income and Expenditure from Operations

Income			Expenditure		
	2018	2019		2018	2019
Priest's Jubilee	n/a	430.00	Clergy	1,754.77	2,667.32
Hire	33,926.00	49,392.00	Locum tenens	300.00	75.00
Candles	1,950.84	1,931.80	Hire costs	n/a	720.00
Mission & Charities	1,719.42	1,156.00	Organ and music	4,750.87	5,038.26
OO Fees received	1,850.00	1,614.00	Candles	742.43	1,338.44
Heating refunds	2,140.00	3,610.20	Altar	246.94	252.67
Electricity refunds	7,356.54	2,688.60	Mission & Charities	883.29	928.00
Church flat	7,800.00	7,732.00	OO Fees paid	909.00	590.00
Crucifix donations	n/a	130.00	Common Fund	58,500.00	54,500.00
Tea and catering	835.37	1,103.12	Gas	4,498.36	5,202.27
Bookstall	526.25	383.80	Electricity	9,031.95	10,156.60
Flowers donations	482.00	143.00	Church flat	7,981.14	8,238.07
Walsingham	1,380.00	580.00	General expenses	12,604.15	5,504.43
Insurance	1,750.00	n/a	Tea and catering	324.17	165.81
Total	61,746.42	70,751.52	Total	120,307.12	112,350.07
Total Income	126,757.01	125,550.35	Total Expenditure	120,307.12	112,350.07
Surplus obtained	<u>6,449.89</u>	<u>13,200.28</u>			

Fabric Account

General (unrestricted) Income and Expenditure

Income		Expenditure			
	2018	2019		2018	2019
LPW Scheme	8,057.68	0.00	General Fabric	0.00	0.00
Friends	3,193.01	3,454.01	Banner Restoration	0.00	0.00
Telecoms	14,300.00	14,300.00			
Grants (fabric)	22,322.64	n/a			
Other Income	879.99	0.00			
Total of General Income	38,753.32	17,754.01	Total Expenditure	0.00	0.00

Organ Restoration and Completion Fund

Income			Expenditure		
	2018	2019		2018	2019
Donations	1,521.20	12,986.63	Organ Restoration	0.00	0.00
Occasional Offices	1,386.06	1,215.26			
Concerts	446.48	850.76			
Sale of books and clothes	n/a	100.00			
Harvest donations	154.02	n/a			
Summer Event	1,395.18	882.60			
St Nicholas Fair	909.80	n/a			
Advent pop-up tables	348.43	980.00			
Gift boxes	n/a	1,148.12			
Total to Organ Fund	6,161.17	18,163.37	Organ Expenditure	0.00	0.00
Total Income	55,296.49	35,917.38	Total Expenditure	0.00	0.00
Excess Income/Expend.	<u>55,296.49</u>	<u>35,917.38</u>			

FROM THE ACCOUNTS EXAMINER

I report on the accounts of St Augustine's Church, Kilburn, for the year ended 31 December 2019, which are set out on pages 2 to 9.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The PCC, as charity 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),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

05/03/2020

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Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
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 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

05/03/2020