# UNAUDITED FINANCIAL STATEMENTS 31 DECEMBER 2019

C.N. WILKINS FCCA

Chartered Certified Accountants 10-12 High Street Barnes London SW13 9LW

#### FINANCIAL STATEMENTS

#### YEAR ENDED 31 DECEMBER 2019

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#### TRUSTEES' ANNUAL REPORT

#### YEAR ENDED 31 DECEMBER 2019

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2019.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name

The Parochial Church Council of The Ecclesiastical Parish of

St Mary with All Saints' Putney

Charity registration number

1138266

Principal office

St Marys Church Putney High Street

Putney

London SW15 1SN

THE TRUSTEES

Clergy

Revd. John Whittaker

Revd. Chris Eyden (resigned 21.07.19)

Parish wardens

Paul Donnelly

Clemancy Gordon-Martin

District wardens - St Mary's Church Angela Attah

Andrew Grocott

District wardens - All Saints' Church Iain Cox

Kate Innes

**Deanery Synod Representatives:** 

St Mary's Church

Catherine Gibson

Richard Holman

All Saints' Church

Rosie Taylor-Davies

Matthew Watts

Ex Officio (Diocesan Synod member) Carrie Myers (resigned 30.04.19)

**PCC Members:** 

St Mary's Church

Samantha Hoskins (PCC Secretary)

Zoe Coakley Christopher Garnett Mark Leadley Tangwena Nelson Richard Quesnel

Pam Smith (co-opted 30.04.19)

All Saints' Church

John Andrew (co-opted 30.04.19) Marianne Coates (appointed 30.04.19) Simon Killick (appointed 30.04.19) Simon Upton (appointed 30.04.19)

Chantry Westwell

#### TRUSTEES' ANNUAL REPORT (continued)

#### YEAR ENDED 31 DECEMBER 2019

Independent examiner

C.N. Wilkins FCCA

10-12 High Street

Barnes London SW13 9LW

Bankers

Barclays Bank Plc 1 Churchill Place Canary Wharf London E14 5HP

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parish is a part of the Church of England, within the Diocese of Southwark. It was registered as a distinct charity (reg no 1138266) on 5 October 2010.

The Parish is governed by the Parochial Church Council (PCC), which is elected annually by those members of the congregations of St Mary's Church and All Saints' Church who are on the Parish electoral roll.

PCCs are established under the following Church of England Measures:

- The Parochial Church Councils (Powers) Measure 1956 as amended
- The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

#### **OBJECTIVES AND ACTIVITIES**

The objectives of the Parish are the promotion of Christianity and the welfare of the local community.

The objectives are achieved by:

- The provision of regular public worship open to all
- The provision of sacred space for personal prayer and contemplation
- Pastoral work, including visiting the sick and the bereaved
- Teaching Christianity through sermons, courses and small groups
- The provision of activities for children and young people
- Promoting the mission of the church through the provision of activities for senior citizens
- Supporting other charities in the UK and overseas.

Much of the work of the Parish is undertaken by volunteers, of which we are fortunate to have a considerable number in all areas, but particularly in the children's activities.

#### **Brief History**

There has been a church on the St Mary's site since at least the eleventh century. The 1837 building was almost entirely destroyed by fire in 1973. It was rebuilt in a reordered design and was reopened in 1982. A community hall was opened next to the church in 2006, which is widely used by local voluntary organisations. The hall is managed by St Mary's Parish Trust, a related charity. St Mary's has a thriving all-age congregation, including large numbers of children.

All Saints', Putney Common, was consecrated in 1874 to serve the north western area of the Parish. In the 1980s the attendance dwindled and the church was almost closed, but it was relaunched in 1993 and now also has a substantial, mainly family, congregation.

#### TRUSTEES' ANNUAL REPORT (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### ACHIEVEMENTS AND PERFORMANCE

2019 was a year of steady growth and some changes, following the arrival of a new Rector, the Revd John Whittaker, in September 2018.

On the staff side, the Revd Chris Eyden left the Parish in July 2019 after thirteen years as Vicar of All Saints' Church, to move to a new role in the Diocese of St Edmundsbury and Ipswich. We have benefited enormously from Chris's many skills and he has led the process of building a stronger community at All Saints'. We wish him well in his new home.

A new Vicar, the Revd Daniel Trott, has been appointed but his arrival has been delayed by the Coronavirus pandemic and he was installed on 9th September. The Revd Elizabeth Morse has covered the interregnum very effectively and we have greatly enjoyed her ministry.

In June 2019 the Revd Jono Haynes arrived to take up the position of curate in the Parish, ministering in both our churches. He has already made a substantial contribution to the life of the church community in Putney. Also last year the new position of part time children's worker was created at St Mary's, following the success of a similar appointment at All Saints'. Our Pastoral Assistant for 2019/20 has been the Revd Jarel Robinson-Brown, a Methodist minister who is to be ordained into the Church of England.

Good attendance at both churches was maintained in 2019. Under Church rules we were required to carry out the six-yearly renewal of the electoral roll and all members of the churches had to apply to go on to the new version. This led to a reduction in the size of the roll, at St Mary's from 422 to 315 and at All Saints' from 292 to 200.

Both church buildings are in good repair, although major work had to be carried out on the roof and external masonry at St Mary's during 2019. There were two break-ins at St Mary's Church in the summer of 2019, which caused some internal damage and the loss of a modest amount of cash. Following these events the church's external security was strengthened.

The Parish continued to run many activities, for both the church and local communities. We depend heavily on the work and commitment of volunteers and the PCC wishes to put on record its great appreciation of the huge volume of time and expertise that is provided so willingly by members of the Parish.

Children's work has remained very active, social gatherings are provided for senior citizens and there are a number of opportunities to study and discuss the Christian faith in depth. In addition the musical life of the Parish is strong in both churches, with first rate organists and choirmasters and both adult and youth choirs.

The mission of Parish Action continues to be to "ensure that we in the parish are aware of the social issues locally and globally and that we take practical action to help address these issues." In 2019 it proved impossible to organise the fund-raising ball which has been the main source of Parish Action's income for some years, but other forms of fundraising continued.

After a break of about a year the parish magazine was successfully relaunched, under the new title of 'Bridge & Common', with a new design, a slimmed down format and a two monthly publication timetable.

Since the Government closed all churches in response to the threat of Covid-19 in March 2020 church services have been streamed on Zoom, with good online attendance, and in early July the first services were held in the churches, with careful social distancing, no singing and rigorous health and safety measures in place. During the lockdown period many of the Parish's activities have had to cease or have only been able to continue in a very limited form online, although pastoral work has maintained as as fully as possible, given restrictions on movement.

#### TRUSTEES' ANNUAL REPORT (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### FINANCIAL REVIEW

Regular giving by the congregations, including the associated Gift Aid tax recovery, increased by £2,176 (0.7%) to £321,797, while Sunday plate collections rose by £2,792 (7.9%) to £38,120. Investment income increased marginally to £67,092 (2018: £66,346). There was a reduction of £61,512 in Restricted income, due mainly to the Parish Ball, which has been raising funds for external charities for several years not being held in 2019. The Parish's total incoming resources in 2019 amounted to £609,051 (2018: £640,640).

Total resources expended were £49,000 (7.4%) lower at £613,254, partly because there were no Parish Ball costs (2018: £22,171) and also because charitable giving was £38,343 lower than in the previous year. The Parish Support Fund contribution to the diocese, which covers almost all clergy stipends and accommodation, rose by £2,284 (0.7%) to £317,854 as a result of All Saints' DCC's decision to increase its pledge. Other unrestricted operating costs were £35,283 (15.6%) higher at £261,576, with a high proportion of the increase being due to maintenance. In 2018 £24,114 of maintenance costs, for the repair of underfloor heating at St Mary's Church, was met from restricted funds.

Overall, for the year, there was a surplus of £27,534 (2018: deficit £9,991) on unrestricted funds, after unrealised gains on investments of £43,306 (2018: losses £11,328), and a surplus of £11,569 (2018: deficit £22,951) on Restricted funds. Net assets at the year end amounted to £2,146,361 (2018: £2,107,258).

#### PUBLIC BENEFIT

Section 17 of the Charities Act 2011 requires the Charity Commission to issue guidelines to charities that ensure that they are operating for the public benefit. The guidelines separate 'benefit' and 'public'. The PCC is satisfied that the Parish fully meets the requirements of the guidelines. Charities are required to 'benefit the public in general, or a sufficient section of the public (what is a 'sufficient section of the public' varies from purpose to purpose)'. The work of the Parish benefits its 515 members, as well as many others who participate in services or activities but who have not put their names on the electoral roll. More importantly, the Parish is a spiritual resource and provides practical services for the entire Putney community through its pastoral care, its involvement in local church schools, the provision of shelter for the homeless one night a week during the winter and other similar initiatives. Those who carry out the work, other than the clergy and one or two lay staff who are paid very modest stipends / salaries, derive no personal benefit from the thousands of volunteer hours they provide each year.

#### INVESTMENT POLICY

The Parish is a long term investor. Its principal assets have historically been property, held for both functional and investment purposes. Two residential properties were owned at the end of 2019. One, which was originally acquired in 2015 as accommodation for the curate, has been let since December 2017, when a more conveniently situated house, owned by St Mary's Church of England Charity (an associated charity), became available for the curate's use. The first property, a long leasehold flat bought in 2011, is held as an investment asset.

The Parish has an investment in the Newton Real Return Fund which is designed to give a steady flow of income and appreciation in the underlying assets that at least matches inflation, but at a low level of risk. In 2019 income amounted to £10,113 (2018: £9,763) and there was an unrealised capital gain of £40,958 (2018: loss £10,603). Additional information on the Parish's investments can be found in Note 19.

#### TRUSTEES' ANNUAL REPORT (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### Risk Review

The PCC's principal areas of risk are considered to be:

- Working with children and vulnerable adults experienced Safeguarding Officers have been appointed and policies and working practices are reviewed regularly. All adults working with children and vulnerable adults are subject to DBS (Disclosure & Barring Service) checks;
- <u>Damage to the churches</u> the PCC asks its insurers, Ecclesiastical Insurance Group, to carry out regular risk reviews and insurance cover is updated annually. Fire and smoke alarms protect the buildings and valuable contents are security marked;
- <u>Theft of church contents</u> St Mary's Church, which is open every day, is staffed during the opening hours. All Saints' Church is only open for services and other specific events;
- <u>Deterioration of the buildings</u> a full quinquennial survey is carried out in accordance with Church regulations. Both churches were surveyed by the Parish Architect during 2017;
- <u>Fraud or financial loss</u> procedures are in place which ensure that at least two people are involved in relation to cash counting and banking, the approval of expenditure and the approval of payment;.
- <u>Health and safety</u> both churches have health and safety manuals and risk assessments are carried out for those activities that are considered to pose any enhanced risk.

#### PLANS FOR FUTURE PERIODS

The arrival of a new Vicar at All Saints' is expected to lead to new initiatives in the western part of the Parish. The possibility of creating a further full-time staff post is being explored with the Diocese of Southwark. Putney has substantial resources which the Rector and the PCC hope to be able to use to support other, less well endowed, parishes in the area. There will also be an urgent need to rebuild our finances, which have been severely affected by the lockdown, which reduced to nothing the substantial letting income which we normally receive. We have been able to make some use of the Government's job retention scheme, but this has only partially offset the loss of income.

#### ASSOCIATED CHARITIES

- <u>Putney Parish Development Trust</u> (charity no. 279868) the Rector and two other members of the PCC are the trustees. The Trust was dormant throughout 2019.
- St Mary's Parish Trust (charity no. 1112724) the Rector and the Wardens of St Mary's Church are trustees. The Trust manages the Brewer Building, which is a part of the St Mary's complex.
- <u>Biggs-Wymondesold Trust</u> (charity no. 254376) the Rector and the Wardens of St Mary's Church are trustees. This is a small non-ecclesiastical grant making charity which holds some investments.
- St Mary's Church of England Charity (charity no.1173135) the Rector and the Parish Wardens are trustees. This charity owns a residential property which is used by a curate, when there is one in post, which there has been since May 2019, and which is let commercially at other times. When the property is let the charity normally makes a grant to the Parish equal to the net rent received.

More information is provided in Note 25 to the financial statements.

The trustees' annual report was approved on **16** September 2020 and signed on behalf of the board of trustees by:

Reve John Whittaker

Team Rector

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ALL SAINTS' PUTNEY

#### YEAR ENDED 31 DECEMBER 2019

I report to the trustees on my examination of the financial statements of The Parochial Church Council of The Ecclesiastical Parish of St Mary with All Saints' Putney ('the charity') for the year ended 31 December 2019.

#### RESPONSIBILITIES AND BASIS OF REPORT

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### INDEPENDENT EXAMINER'S STATEMENT

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

- 1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2. the financial statements do not accord with those records; or
- 3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

C.N. Wilkins FCCA Chartered Certified Accountant

Independent Examiner

10-12 High Street Barnes London

SW13 9LW

23 September 2020

#### STATEMENT OF FINANCIAL ACTIVITIES

#### YEAR ENDED 31 DECEMBER 2019

					2018
		Unrestricted	Restricted		T 10 1
	Note	funds <b>£</b>	funds '	Total funds £	Total funds £
Income and endowments	Note	£	ı	T	£
Donations and legacies	4	366,224	36,211	402,435	434,845
Charitable activities	5	77,068	-	77,068	66,731
Other trading activities	6	42,707	4,041	46,748	71,173
Investment income	7	66,986	106	67,092	66,346
Other income	8	15,708		15,708	1,545
Total income		568,693	40,358	609,051	640,640
Expenditure					
Expenditure on raising funds:					
Costs of raising donations and					
legacies	9		565	565	22,171
Investment management costs	10	6,524	26.725	6,524	7,580
Expenditure on charitable activities	11,12	579,430	26,735	606,165	632,503
Total expenditure		585,954	27,300	613,254	662,254
Net gains/(losses) on investments	13	43,306	_	43,306	(11,328)
		E	(31.5)		( <del>)</del>
Net income/(expenditure)		26,045	13,058	39,103	(32,942)
					-
Transfers between funds		1,489	(1,489)	_	-
Net movement in funds		27,534	11,569	39,103	(32,942)
Reconciliation of funds					
Total funds brought forward		1,863,612	243,646	2,107,258	2,140,200
Total funds carried forward		1,891,146	255,215	2,146,361	2,107,258

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

#### STATEMENT OF FINANCIAL POSITION

#### **31 DECEMBER 2019**

	Note	£	£	2018 £
FIXED ASSETS Tangible fixed assets Investments	18 19		366,536 1,383,408	369,700 1,339,613
			1,749,944	1,709,313
CURRENT ASSETS Debtors Cash at bank and in hand	20	103,771 335,058 438,829		84,579 350,842 435,421
CREDITORS: amounts falling due within one year	21	(42,412)		(37,476)
NET CURRENT ASSETS	_		396,417	397,945
TOTAL ASSETS LESS CURRENT LIABILITIES	S		2,146,361	2,107,258
FUNDS OF THE CHARITY Restricted funds Unrestricted funds Total charity funds	23		255,215 1,891,146 2,146,361	243,646 1,863,612 2,107,258
•				

These financial statements were approved by the board of trustees and authorised for issue on **16** September 2020, and are signed on behalf of the board by:

Revd John Whittaker

Rector

Richard Holman Parish Treasurer

#### STATEMENT OF CASH FLOWS

#### YEAR ENDED 31 DECEMBER 2019

		2018
CACHELOWCEDOM ODED ATING ACTIVITIES	£	£
CASH FLOWS FROM OPERATING ACTIVITIES Net income/(expenditure)	39,103	(32,942)
Adjustments for:		
Depreciation of tangible fixed assets	3,164	3,548
Net gains/(losses) on investments	(43,306)	11,328
Other interest receivable and similar income	(67,092)	(66,346)
Changes in:		
Trade and other debtors	(19,192)	24,712
Trade and other creditors	4,936	(3,349)
Cash generated from operations	(82,387)	$(\overline{63,049})$
Interest received	67,092	66,346
Net cash (used in)/from operating activities	(15,295)	3,297
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of other investments	(489)	(463)
Net cash used in investing activities	(489)	(463)
a to a sum of the sum	(105)	
NET (DECREASE)/INCREASE IN CASH AND CASH		
EQUIVALENTS	(15,784)	2,834
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	350,842	
CASH AND CASH EQUIVALENTS AT END OF YEAR	335,058	350,842

#### NOTES TO THE FINANCIAL STATEMENTS

#### YEAR ENDED 31 DECEMBER 2019

#### 1. GENERAL INFORMATION

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is St Marys Church, Putney High Street, Putney, London, SW15 1SN.

#### 2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

#### 3. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Going concern

There are no material uncertainties about the charity's ability to continue.

#### Fund accounting

#### Restricted Fund:

A restricted fund is a fund subject to specific trusts (e.g. by a letter from the donor at the time of gift). It may be a capital fund, which cannot be spent but must be retained for the benefit of the church, or it may be an income fund, which must be spent on the specified purpose within a reasonable time.

#### Unrestricted funds:

All funds held for general purposes are known as unrestricted funds to distinguish them from restricted funds. The church's unrestricted funds are therefore those which are held for spending at the PCC's discretion. These include any further funds which the PCC has designated for particular purposes.

#### Designated fund:

If the PCC sets aside part of its unrestricted funds for a particular project it may place these in a separate unrestricted fund called a designated fund. All unrestricted funds comprise income funds which the PCC must spend within a reasonable time.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 3. ACCOUNTING POLICIES (continued)

#### **Incoming resources**

#### Voluntary income:

Collections are recognised when received by or on behalf of the PCC. Tax recoverable under Gift Aid is recognised when the income is recognised. Other, non specific donations are recognised when received. Funds raised by fetes, quiz nights and similar events are accounted for gross.

#### Other income:

Rental income from the letting of property is recognised when the rental is due. Sales of magazines are accounted gross. Dividend income is accounted for when due and payable. Bank interest is recognised and recorded in the financial statements as the income accrues. Realised gains on properties are recognised when the properties are sold. Realised gains and losses on investments are recognised when the investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December 2019.

#### Resources expended

#### **Expenditure Generally**

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure.

#### Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

#### Activities directly relating to the work of the Church

The Diocesan Parish share is accounted for in the year to which it relates. Any Parish share unpaid at 31 December is provided for as an operational liability, and is shown as a creditor in the balance sheet.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 3. ACCOUNTING POLICIES (continued)

#### Tangible assets

Consecrated property and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by section 96 (2)(a) of the Charities Act 1993. This comprises mainly St Mary's Church, Putney High Street and the surrounding land, and All Saints' Church, Putney Common and its land. The Parish also owns the freehold of the Old Burial Ground, Upper Richmond Road, for the management of which the London Borough of Wandsworth has statutory responsibility.

Moveable church furnishings held by the Vicar and Church wardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church's inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight line basis.

Improvements to consecrated or beneficed buildings costing less than £500 are included in the resources expended in the year in which they are incurred. All maintenance and repairs are also included in the resources expended in the SOFA for the year in which the expenditure arises.

#### Other immoveable property

Other immoveable property comprises both functional and investment assets. Functional property is held with the primary purpose of housing clergy, although when it is not required for this purpose it is let in order to generate income for the Parish. Investment property is held to provide income and with the objective of obtaining capital appreciation over time. The Parish regards itself as a long term investor.

At the year end the Parish owned a long leasehold apartment in the functional category, which was acquired during 2015, and a long leasehold apartment as an investment. The former is shown at cost and it has not been depreciated in the financial statements on the grounds of immateriality, due to the very long economic life and its high residual value. The latter is included in the accounts at fair value as of 31 December 2016, following revaluation by Parkgate Estates (Richmond) Ltd.

Church office equipment including computers and furniture, office equipment and furniture used within the Church premises is depreciated on a straight line basis over four and ten years respectively. Individual items of equipment with a purchase price of £500 or below are not capitalised, and thus are included as revenue expenditure in the SOFA in the year of purchase.

#### Investments

Investments are revalued to market value at 31 December 2019.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 3. ACCOUNTING POLICIES (continued)

#### Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off cost on a straight line basis over their expected useful economic lives as follows:

Church office equipment and computers

- 4 years.

Church furniture

- 10 years.

Godly Play equipment

- 20 years.

#### **Investment property**

Investment property is initially recorded at cost, which includes purchase price and any directly attributable expenditure.

Investment property is revalued to its fair value at each reporting date and any changes in fair value are recognised in income or expenditure.

If a reliable measure of fair value is no longer available without undue cost or effort for an item of investment property, it shall be transferred to tangible assets and treated as such until it is expected that fair value will be reliably measurable on an on-going basis.

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 3. ACCOUNTING POLICIES (continued)

#### **Financial instruments**

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

#### **Defined contribution plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 4. DONATIONS AND LEGACIES

DONATIONS	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Gift Aid donations Income Tax Recoverable	251,483 70,314		251,483 70,314
GIFTS			
Collections Donations	38,120 6,307 366,224	36,211 36,211	$ \begin{array}{r} 38,120 \\ 42,518 \\ \hline 402,435 \end{array} $
	Unrestricted	Restricted	Total Funds
	Funds	Funds	2018
DONATIONS			
DONATIONS Gift Aid donations Income Tax Recoverable	Funds	Funds	2018
Gift Aid donations	Funds £ 248,969	Funds	2018 £ 248,969

#### 5. CHARITABLE ACTIVITIES

	Unrestricted	<b>Total Funds</b>	Unrestricted	<b>Total Funds</b>
	Funds	2019	Funds	2018
	£	£	£	£
Church Lettings	61,902	61,902	51,556	51,556
Magazine advertising	<del>_</del>	_	1,065	1,065
Wedding/Funeral Fees	15,166	15,166	14,110	14,110
	77,068	77,068	66,731	66,731

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 6. OTHER TRADING ACTIVITIES

	Sponsorships Fundraising income Trust Income		Unrestricted Funds £ 7,000 - 35,707 42,707		<b>Total Funds 2019 £</b> 7,000 4,041 35,707 46,748
	Sponsorships Fundraising income Trust Income		Unrestricted Funds £ 6,000 - 29,448 35,448	Restricted Funds £  35,725  -  35,725	Total Funds 2018 £ 6,000 35,725 29,448 71,173
7.	INVESTMENT INCOME				
	Church Property Rental Income Interest and Dividends		Unrestricted Funds £ 54,981 12,005 66,986	Restricted Funds £  106 106	Total Funds 2019 £ 54,981 12,111 67,092
0	Church Property Rental Income Interest and Dividends		Unrestricted Funds £ 54,741 11,560 66,301	Restricted Funds £  - 45 45	Total Funds 2018 £ 54,741 11,605 66,346
8.	OTHER INCOME				
	Events Tideway Tunnel Compensation Diocesan Property Rental Income Other income	Unrestricted Funds £ 1,647 10,290 3,750 21 15,708	Total Funds 2019 £ 1,647 10,290 3,750 21 15,708	Unrestricted Funds £ 1,543 - 2 1,545	Total Funds 2018 £ 1,543 - 2 1,545

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 9. COSTS OF RAISING DONATIONS AND LEGACIES

	Restricted	<b>Total Funds</b>	Restricted	Total Funds
	Funds	2019	Funds	2018
	£	£	£	£
Fundraising Event Costs	565	565	22,171	22,171

#### 10. INVESTMENT MANAGEMENT COSTS

	Unrestricted	<b>Total Funds</b>	Unrestricted	<b>Total Funds</b>
	Funds	2019	Funds	2018
	£	£	£	£
Maintenance of let property	5,354	5,354	4,932	4,932
Letting Commission	1,170	1,170	2,648	2,648
	6,524	6,524	7,580	7,580

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 11. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

Missionary and Charitable Giving Diocesan Quota Clergy expenses and accommodation	Unrestricted Funds £ 6,089 317,854 14,881	Restricted Funds £ 24,789	<b>Total Funds 2019 £</b> 30,878 317,854 14,881
Salaries and NIC Lay Staff Organists, choirs and music Teaching and evangelism	69,254 29,480	-	69,254 29,480
Service expenses Light, Heat & Water	1,897 4,750 20,252	650 - -	2,547 4,750 20,252
Insurance Maintenance - Buildings and Grounds Cleaning and Waste Disposal	7,863 58,568 4,868	_	7,863 58,568 4,868
Parish Magazine Letting Expenses Hospitality and refreshments	300 6,045 456	_	300 6,045 456
Telephone & Internet Postage & Stationery IT Support	4,504 4,723 2,214	7	4,504 4,730 2,214
Equipment miscellaneous All Saints Office Utilities and cleaning	2,155 6,808	-	2,155 6,808
Bank Charges and Interest Sundry Items Depreciation	205 3,080 2,147	272 - 1,017	477 3,080 3,164
Events Staff Recruitment and welfare Support costs	1,524 2,845 6,668	_	1,524 2,845 6,668
	579,430	26,735	606,165
	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Missionary and Charitable Giving Diocesan Quota Clergy expenses and accommodation	5,302 315,570 15,931	63,919	69,221 315,570
Salaries and NIC Lay Staff Organists, choirs and music	65,785 28,857	=	15,931 65,785 28,857
Teaching and evangelism Service expenses Light, Heat & Water	5,090 5,038 16,105	_	5,090 5,038 16,105
Insurance Maintenance - Buildings and Grounds Cleaning and Waste Disposal	7,794 30,281 4,999	24,114 -	7,794 54,395 4,999
Parish Magazine Letting Expenses Hospitality and refreshments	1,350 5,495		1,350 5,495
Telephone & Internet	2,508 3,850	_	2,508 3,850

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

Postage & Stationery	2,916		2,916
IT Support	2,767	States.	2,767
Equipment miscellaneous	730	8,	730
All Saints Office Utilities and cleaning	4,100	_	4,100
Bank Charges and Interest	207	18	225
Sundry Items	1,732	1,128	2,860
Depreciation	2,147	1,401	3,548
Events	1,236	-	1,236
Staff Recruitment and welfare	5,448	4	5,448
Support costs	6,625	60	6,685
	541,863	90,640	632,503

#### 12. EXPENDITURE ON CHARITABLE ACTIVITIES BY ACTIVITY TYPE

Parish Support Fund Lay staff Other expenses	Giving £  - 30,878 30,878	Ministry £ 126,000 11,942 55,061 193,003	Facilities £ - 13,153 99,057 112,210	Admin £ - 44,159 34,061 78,220	Wider Church £ 191,854 ————————————————————————————————————	Total 2019 £ 317,854 69,254 219,057 606,165
Parish Support Fund Lay staff Other expenses	Giving £  - 69,221  69,221	Ministry £ 122,400 21,907 68,401 212,708	Facilities £  10,588 100,157 110,745	Admin £ - 33,290 13,369 46,659	Wider Church £ 193,170 — — 193,170	Total 2018 £ 315,570 65,785 251,148 632,503

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 13. NET GAINS/(LOSSES) ON INVESTMENTS

	Gains/(losses) on listed investments	Unrestricted Funds £ 43,306	Total Funds 2019 £ 43,306	Unrestricted Funds £ (11,328)	Total Funds 2018 £ (11,328)
14.	NET INCOME/(EXPENDITURE)				
	Net income/(expenditure) is stated after cl	harging/(cred	liting):	2019	2018
	Depreciation of tangible fixed assets			£ 3,164	£ 3,548
15.	INDEPENDENT EXAMINATION FEI	ES			
	Fees payable to the independent examiner	for:		2019 £	2018 £
	Independent examination of the financial			6,668	6,164
16.	STAFF COSTS				
	The total staff costs and employee benefits	s for the repo	orting period are		
	W			2019 £	2018 £
	Wages and salaries Social security costs			66,629 1,691	66,528 1,083
	Employer contributions to pension plans			934	449
				69,254	68,060
	The average head count of employees during time equivalent employees during the year	ng the year w	vas 7 (2018: 8). T as follows:	he average n	ımber of full-
				2019	2018
	Number of administrative staff			No.	No.
	rumber of administrative staff			4	4

No employee received employee benefits of more than £60,000 during the year (2018: Nil).

#### 17. TRUSTEE REMUNERATION AND EXPENSES

During the year the PCC employed a property manager, pastoral assistants, church administrators and an assistant organist, none of whom earned £60,000 pa. or more. Organists and professional choir members were paid on a freelance basis.

During the year no member of the PCC received any reimbursement of expenses or remuneration. Parish clergy are employed by the Church Commissioners and are therefore not regarded as employees of the PCC.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 18. TANGIBLE FIXED ASSETS

Land and buildings	Equipment £	Total £
352,724	114,367	467,091
	-	
_	97,391	97,391
	3,164	3,164
1 <del>2 11 12 13 13 13 13 13 13 13 13 13 13 13 13 13 </del>	100.555	100 555
<u>2011</u> 8	100,555	100,555
352,724	13,812	366,536
252 724	16.076	260.700
332,724	16,976	369,700
	buildings £  352,724	buildings £ Equipment £  352,724 114,367  - 97,391 - 3,164 - 100,555  352,724 13,812

#### Valuation of fixed assets

The leasehold land and buildings comprises a residential apartment at 88 Hayward Gardens, Putney, which was acquired in 2015 as accommodation for a curate. The property is let when, as in 2019, it is not required for Parish staff.

The property has been reviewed for impairment and no depreciation charge is being made on the grounds that:

- The PCC has a policy and practice of regular maintenance and repair of the property and it is unlikely to suffer any economic or technical obsolescence.
- The estimated remaining useful life of the building will exceed 50 years.
- Any depreciation charge would be immaterial and would not reasonably influence the use
  of the accounts.

#### 19. INVESTMENTS

	Listed investments £	Investment properties £	Total £
Cost or valuation			
At 1 January 2019	439,613	900,000	1,339,613
Additions	489		489
Fair value movements	43,306	-	43,306
At 31 December 2019	483,408	900,000	1,383,408
Impairment At 1 January 2019 and 31 December 2019	-		_
Carrying amount			
At 31 December 2019	483,408	900,000	1,383,408
At 31 December 2018	439,613	900,000	1,339,613

All investments shown above are held at valuation.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### 19. INVESTMENTS (continued)

#### **Investment properties**

The Parish owns a residential long leasehold property at 143 Kenilworth Court, Lower Richmond Road, Putney, which was revalued as at 31 December 2016 at £900,000 by Chris Hawkins ARLA NAEA of Parkgate Estates (Richmond) Limited.

The valuation is based on considerable and current experience of selling and letting flats in Kenilworth Court, an estate of 150 apartments which was built in 1905. The method was referencing recent sales on the estate and adjusting for dissimilar factors, such as the number of bedrooms and the condition of the property. The main assumptions were that vacant possession was available and that, as confirmed by the Parish, the flat was in good condition. It is of the opinion of the trustees that there is no material change in the value of the property since the 31 December 2016 valuation.

#### Financial assets held at fair value

Other investment assets consist of:

- 294 Class B ordinary equity shares in Royal Dutch Shell Plc.
- 585 units in the CBF Church of England investment fund.
- 223,692.415 Units in Newton Real Return Fund.

Stock exchange investments are revalued according to the published prices quoted in the Financial Times at 31 December 2019.

#### 20. DEBTORS

		2019	2018
		£	£
	Income Tax Recoverable	20,058	37,600
	St Mary's Parish Trust	31,370	20,456
	Prepayments and accrued income	49,348	20,330
	St Mary's Church of England Charity	2,995	6,193
		103,771	84,579
21.	CREDITORS: amounts falling due within one year		
		2019	2018
		£	£
	Trade creditors and accrued expenses	37,277	32,761
	Tenancy Deposit	3,115	3,115
	Deferred Income	2,020	1,600
		42,412	37,476

#### 22. PENSIONS AND OTHER POST RETIREMENT BENEFITS

#### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £934 (2018: £449).

# NOTES TO THE FINANCIAL STATEMENTS (continued)

# YEAR ENDED 31 DECEMBER 2019

# 23. ANALYSIS OF CHARITABLE FUNDS

Unrestricted funds

S		p			sserve
General funds	Fabric Fund	Ministry Fund	Office Rent	Welfare Fund	Fair Value Reserve

At 31	December	2019	¥	1,497,888	47,075	20,000	10,000	15,320	300,863	1,891,146
	Gains and	(losses)	H	43,306	I	1	I	Ĭ	I	43,306
		Transfers	¥	(5,569)	7,058	1	I	1	1	1,489
		Expenditure Tra	¥	(583,935)	(819)	Ī	]	(1,200)	1	(585,954)
		Income	¥	568,693	1	1	1		1	568,693
At	1 January	2019	<b>4</b>	1,475,393	40,836	20,000	10,000	16,520	300,863	1,863,612

# NOTES TO THE FINANCIAL STATEMENTS (continued)

# YEAR ENDED 31 DECEMBER 2019

# 23. ANALYSIS OF CHARITABLE FUNDS (continued)

# Restricted funds

At 31	Jr. 139			(1,682) 110,234			- 36.040	- 13.815		- 8.767								(1,489) 255,215
		xpenditure	43	(20,407)	1	(1.637)		(479)	(09)		(373)	(3.528)	`	(644)	,	Î	(172)	(27,300)
		Income E	¥	33,483	Ī	2,000	1	Î	83	Ē	Ī	4,037	Ī	1	I	255	200	40,358
At	l January	2019	<b>4</b> }	98,840	7,491	22,781	36,040	14,294	1,942	8,767	3,357	751	45,280	644	1,656	1,803	1	243,646
E.				Parish Action	Specific Donations	Henry Smith a/c	St Mary's Development	Emily Peter Fund (capital)	Cromwell Debates	Putney Bridge Widening Compensation	Godly Play	Charity collections	Friends of All Saints	Furnishings	Toddler Group	St Mary's Heating repairs	Youth Group	

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2018

#### 24. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
	£	£	£	£
Tangible fixed assets	364,196	2,340	369,700	369,700
Investments	1,383,408	_	1,339,613	1,339,613
Current assets	185,954	252,875	435,421	435,421
Creditors less than 1 year	(42,412)	-	(37,476)	(37,476)
Net assets	1,891,146	255,215	2,146,361	2,107,258

The Emily Peter Fund is the Parish's share of the proceeds of sale of a property used by Southwark Diocesan Welcare. This property had been acquired by Welcare, with the approval of the PCC, using the proceeds of sale of a previous home that been gifted by Emily Peter to the Parish specifically for use as a mother and baby home.

On the sale of the replacement property the PCC agreed that the bulk of the consideration should be gifted to Welcare to enable the work that it had been carrying on at the house to continue in alternative premises. The PCC has agreed to use the income from this fund for education and training purposes.

A detailed breakdown of restricted funds is set out in Note 23. The purposes of the main funds are:

- 1. Parish Action: Funds raised by the Parish primarily for external charities.
- 2. St Mary's Development: Proceeds of grants, donations, fund raising and interest less payments made for the redevelopment and maintenance of St Mary's Church.
- 3. Henry Smith Fund: Donations received specifically for the welfare of those in need.
- 4. <u>Friends of All Saints' Church</u>: £44,473 of this fund is held as an endowment to support music in the church. The balance is for the upkeep of the building and grounds of All Saints' Church.
- 5. <u>Furniture and equipment</u>: Funds donated specifically for the purchase of capital items, including equipping the Godly Play room at St Mary's Church.
- 6. <u>Specific Donations</u>: The Parish has received a number of smaller gifts for purposes specified by the donors. These were individually recorded and are retained until applied as the donors wished.
- 7. <u>Fabric Fund</u>: This is committed to the maintenance of the fabric of the two churches and other properties owned by the Parish.

The Designated Fund is made up of four elements:

#### Welfare Fund:

Donated funds to be used at the discretion of the incumbent.

#### Ministry Fund:

Monies designated by All Saints' Church to support future clergy appointments.

#### Maintenance Fund:

Monies designated by All Saints DCC for the future upkeep of the building and grounds.

#### Office rent:

Monies designated by All Saints' DCC for the provision of future office accommodation.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2018

#### 25. RELATED PARTIES

#### NORA AND OLIVE BREWER TRUST (296988)

Under the terms of the Trust Deed the Parish of Putney is entitled to receive 40% of the Trust income annually. In the year to 31 December 2019 the amount received by the Parish was £32,180 (2018: £29,448). The Trust Deed requires that at least two trustees should be members of the Parochial Church Council.

#### ST. MARY'S PARISH TRUST (1112724)

The Rector and the churchwardens of St. Mary's Church are also trustees and directors of St Mary's Parish Trust (a charitable company).

The Trust leases the Brewer Building attached to St Mary's Church, from the Parish under a lease dated 29 March 2007, paying an annual rent of £10,091. The term of the lease is 99 years from 20.09.2005. By an underlease of the same date two offices in the Brewer Building are let to the Parish for the same period less 3 days at a peppercorn rent.

At 31 December 2019 the Trust owed the Parish £31,371 (2018: £20,456). This total comprises rent payable for the long lease of the land on which the Brewer Building was constructed by the Trust and a proportion of salaries, utilities and other costs paid for by the Parish. This balance has been paid since the end of 2019.

#### ST MARY'S CHURCH OF ENGLAND CHARITY (1173135)

This charity was formed by a Scheme of the Charity Commission on 8th June 1993, which merged the assets of three previous charities, including the Church Hall Trust (formed 1897). It was registered with the Charity Commission on 22 May 2017. Previously it had remained unregistered due its income being understood to be less than £5,000 p.a.

The objects of the charity are to "further the religious and other charitable work of the Church of England in the Ecclesiastical Parish of St Mary Putney". The trustees are the Vicar and Wardens of the Parish.

This charity owns a residential property at 8 Deodar Road and also the freehold of 120 Putney Bridge Road, on which a 99 year lease was granted in 1982, for a premium of £50,000, at an annual ground rent of £200 from 2015 to 2048, when it rises to £300.

The Trustees of the charity resolved to make a grant to the Parish of the net rental income from these properties in 2017. From 15 August 2017 8 Deodar Road was made available to the Parish rent-free as accommodation for the curate.

Part of the premium, which was held by the Rochester & Southwark Diocesan Church Trust as custodian trustee, was released to the Parish in 1999 to assist in the funding of major improvements to All Saints' Church and the remainder, with the accumulated interest, was drawn down by the Parish in part funding of a new Hall next to St. Mary's Church.

#### NOTES TO THE FINANCIAL STATEMENTS (continued)

#### YEAR ENDED 31 DECEMBER 2019

#### **BIGGS-WYMONDESOLD CHARITY (254376)**

The Team Rector and the churchwardens of St Mary's Church are the trustees of this charity (register No. 254376). This is a 'relief of need' charity, which assists those in any type of need, but its funds are not available for church purposes. It consists of seven old charity funds- Rookery Close, T Kennett, J Powell, Benjamin Hunt Biggs, William Wymondesold, Elizabeth Offley and the Fulham Bridge Charity.

#### PUTNEY PARISH DEVELOPMENT TRUST (279868)

This charity was formed in 1980 to restore, develop, improve, maintain and repair the Church of St Mary's Putney. The objects were extended in 1994 to include the Church of All Saints' Putney. The Vicar and Churchwardens of the Parish are ex Officio trustees; other trustees are nominated and appointed by a majority of the existing trustees. The charity has been dormant for several years.