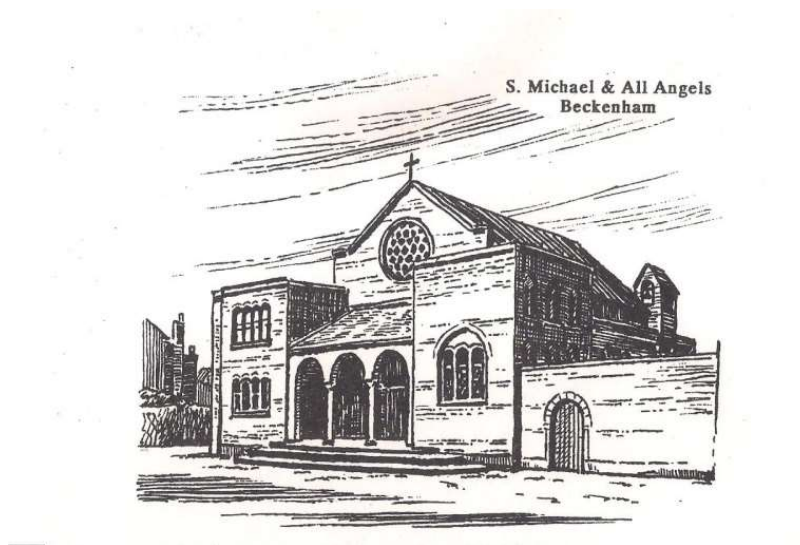


# **ST MICHAEL WITH ST AUGUSTINE BECKENHAM**

**within the United Benefice of St James with  
St Michael and St Augustine Beckenham**



**Trustees' Report and Financial Statements**

**for the year ended 31<sup>st</sup> December 2019**

## **PARISH OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM**

**Registered Charity Number:** 1179081

**Address and Contact Details:**

St Michael's Church  
Ravenscroft Road  
Beckenham  
Kent BR3 4TN

Tel: 0208 659 9521

Email: [stmichaelsbeckenham@outlook.com](mailto:stmichaelsbeckenham@outlook.com)

**Vicar:**

Fr Leon Carberry  
The Vicarage, St James's Avenue, Beckenham, Kent BR3 4SF

**Associate Vicar:**

Fr Graham Lunn  
120 Birkbeck Road, Beckenham, Kent BR3 4SS

**Bank:**

HSBC Bank plc

**Independent Examiner:**

Mr Tim Birse  
8 Keswick Road, Orpington, Kent BR6 0EU

### **Aims and Purposes**

The PCC of St Michael with St Augustine Beckenham has the responsibility of co-operating with the Vicar – Fr Leon Carberry, and the Associate Vicar – Fr Graham Lunn, in promoting within the ecclesiastical parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. The Parish is affiliated to The Society under the Patronage of St Wilfrid and St Hilda.

### **Structure, Governance and Management**

The Parochial Church Council of the Ecclesiastical Parish of St Michael with St Augustine, Beckenham is a Registered Charity, number 1179081. All members of the PCC are Charity Trustees.

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules.

PCC members who served during 2019 and up to the adoption of this report:

Ex Officio members:

Vicar of the United Benefice      Fr Leon Carberry

Associate Vicar            Fr Graham Lunn  
Churchwardens:        Tom Clark  
                                  Matthieu Philippault  
Lay Deanery Synod Representative:    vacant

Elected members of the PCC:

Carol Edwards, Roger Edwards, Ann Munro, Raymond Beadle, Hayley Philippault (co-opted September 2019)

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 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 Child Protection Policy was adopted by the PCC in accordance with the procedures as set by the Church of England and the Diocese of Rochester.

The PCC met regularly during 2019.

### **Electoral Roll**

In 2019 a new Electoral Roll was prepared in accordance with the six year revision required by the Church of England. All members of the Congregation who habitually worship at St Michael with St Augustine Beckenham together with those members unable to attend due to long term illness were given applications for inclusion on the Electoral Roll. There are 27 names on the new Electoral Roll, of these 7 are recorded as living outside the parish boundary.

### **United Benefice**

The Parish of St Michael and St Augustine is part of the United Benefice of St James with St Michael and St Augustine, Beckenham. The patrons of the united benefice are the Bishop of Rochester and the Society for the Maintenance of the Faith.

Mass is offered daily in the Benefice, with the exception of Friday. The Rosary is often prayed on Saturdays, and during Advent Exposition of the Blessed Sacrament took place several times per week.

### **Objectives and Activities**

The PCC is committed to promoting public worship for all, and in particular to all residents of the ecclesiastical parish and to enabling all who wish to worship at St Michael's and become part of the life of the church to do so. To this end, all services are public, and we also seek to be open to all comers in relation to our community and social events.

When planning activities, the PCC takes account of the Charity Commission's guidance on public benefit in relation to charities for the advancement of religion, and we make provision for the availability of pastoral care to all residents of the parish, and any others who come in need of it, as well as our social, missionary, and outreach work. Responding to pastoral needs of both regular congregation and parishioners is regarded as an important part of the work of the PCC and priests.

In order to facilitate this work, it is important that we maintain the fabric of our buildings. The renovation of our facilities took place between April and September 2018. There are some further works planned to be carried out in 2020 to complete the re-ordering.

## **Achievements and Performance**

The sacraments of Matrimony, Baptism and Confirmation, and the Funeral Rites are available to all who are resident in the parish or on the church electoral roll, subject to the provision of the Canon Law of the Church of England. During 2019 there were 9 baptisms comprising 4 adults and 5 children. Parish clergy conducted 4 funerals in church and 6 at the crematorium.

The usual Sunday attendance during 2019 was 20, comprising 18 adults and 2 children.

2019 began in what has become the customary fashion with a Sung Mass for the Solemnity of Mary, the Mother of God, and the social life of the parish community continued apace throughout the year with the Epiphany Roast, the Pre-Lent Restaurant Takeover, the Pentecost BBQ, the Parish Pilgrimage to Walsingham, the Michaelmas Bring & Share, and the highly successful "Oktoberfest". This latter event was not simply an occasion for the regular members of the congregation, but the now-annual large community event, with local beers and a hog roast on offer. It is our hope that such events will continue to foster good relations between the Parish Church and the parish it exists to serve.

Following 2018's major renovation of the church building, snagging works continued throughout the year. The new facilities were immediately and effectively put to use in January, February and March by the new, local Winter Night Shelter. On Mondays and Tuesdays during these months the kitchen, Narthex and porch/WCs were used to host the evening meal for this shelter scheme, and members of the church family volunteered regularly. The worship areas of the building were offered to Churches Together in Beckenham (Compline for the Feast of the Conversion of St Paul), a local Funeral Director (Steven Mears' annual Christmas memorial service) and our parish schools. In these ways and more, the Parish Church and community continues its service to and fellowship with the local community and the wider Church in the Beckenham and Penge area.

The financial situation of the Parish remains secure. The newly purchased property at 121 Ravenscroft Road generates a regular income, as does the CCLA investment account. Regular, medium-term hiring of the church facilities, as well as occasional bookings for parties, rehearsals, recordings and concerts continue to grow.

As regards the life of the Society in the Diocese of Rochester and further afield, St Michael's has continued to play an active part, hosting the annual Penance & Reconciliation Service on Palm Sunday for Society parishes in the diocese and providing servers and a cantor for the Richborough Festival at Rochester Cathedral on the feast of the Holy Cross. The Rev'd Graham Lunn, the Associate Vicar, continued to support other Society parishes: he led a Fan the Flame Mission for the parish of St Augustine, Belvedere, and preached for the Feasts of Title at the Annunciation, Chislehurst, St Luke, Holbrooks, and St Andrew, Catford.

It was a good year for the worshipping life of the church family: the great feasts of the year were observed with due solemnity; the daily and faithful round of prayer continued in the offices and the Mass; a new prayer requests box in the porch was well-used both by regular members of the congregation and anonymous passers-by; guest preachers were the Archdeacon of Bromley and Bexley on Mothering Sunday and the ordinand Mr Sion Carew on the Solemnity of the Assumption of the Blessed Virgin Mary; new members were added to our number, several of whom quickly became readers and servers; a new children's Crib Service on Christmas Eve was well attended; the Parish Pilgrimage to Walsingham was a time of great blessing. Thanks be to God for his faithfulness to us in our worship of him.

The Lord Jesus's faithfulness to his people in particular places is often shown in the service given by individuals, and it is fitting that this report make mention of one such individual. In November 2019, we commended to Almighty God his servant William Curtis. Bill had been a faithful member of the parish community for many years, singing in the choir and sitting on the Parochial Church Council. For these gifts, and the gift of his friendship, we give thanks. May he rest in peace and rise in glory.

On 8th December 2019 the Rev'd Graham Lunn announced his intention to resign his post as Associate Vicar at Easter 2020 in order to be received in full communion with the Roman Catholic Church. He thanked the church family for its prayer and support, and promised to continue his that the Lord may prosper the work and increase it in this parish.

At the end of December, interviews were held for a part-time Benefice Administrator and Mrs Jo Perry was appointed to start on 13th January 2020.

### **Risk Management Policy**

Risks to which the PCC is exposed have been reviewed and systems/procedures designed to manage those risks have been established.

There are to be two signatures on every cheque. The PCC appoints at least four members as signatories. Cheque signatories are reviewed at least annually – more often as required.

Wherever possible, two people shall count the collection and the money banked at the earliest opportunity, usually by the Treasurer. Money to be put in the safe if it is required to stay on the church premises prior to banking.

We have introduced a policy of expenditure authorisation and control.

There will be a report of the current financial situation to the PCC from time to time.

The annual accounts will be scrutinised by an independent examiner or auditor as required.

### **Reserves Policy:**

It is the policy of the PCC to ensure that the church retains sufficient reserves to meet future capital requirements to maintain the fabric of the church building and to adequately fund the activities and work of the church. Within this framework it is the policy to maintain unrestricted funds which equate to approximately six months' ordinary unrestricted expenditure.

Approved by the Parochial Church Council on 13 December 2020

L C Carberry  
Chairman

## **HONORARY INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF St MICHAEL WITH ST AUGUSTINE BECKENHAM**

I report on the financial statements of the Parochial Church Council (the PCC) for the year ended 31 December 2019, which are set out on pages 6 to 9.

### **Respective responsibilities of the PCC and the Examiner**

As members of the PCC and Charity Trustees you are responsible for the preparation of the financial statements. You consider that the audit requirement of section 144 (2) of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the Act);
- follow the procedures laid down in the general Directions given by the Charity Commissioners under section 145 (5) (b) of the Act; and
- state whether particular matters have come to my attention.

### **Basis of this Report**

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 PCC, and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you, as 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 financial statements present a true and fair view, and this report is limited to the matters set out in the statement below.

### **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 section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave 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.

T J Birse MA FIA  
8 Keswick Road  
Orpington  
Kent  
BR6 0EU

13 December 2020

**PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

NOTE	UNRESTRICTED	RESTRICTED	TOTAL 2019	TOTAL 2018
	£	£	£	£
<b><u>RECEIPTS</u></b>				
<b>Voluntary receipts</b>				
4a Voluntary income	8,222	0	8,222	9,648
4b Activities for generating funds	12,798	0	12,798	4,311
4c Investment Income	41,253	1	41,254	41,888
4d Other incoming resources	10,110	0	10,110	462,458
	72,383	1	72,384	518,305
Proceeds of investment sales	0	0	0	488,500
<b>Total receipts</b>	<b>72,383</b>	<b>1</b>	<b>72,384</b>	<b>1,006,805</b>
<b><u>PAYMENTS</u></b>				
<b>Church activities</b>				
5a Costs of generating funds	370	0	370	532
5b Other church activities	92,417	0	92,417	519,731
5c Investment property expenses	2,723	0	2,723	0
<b>Total</b>	<b>95,510</b>	<b>0</b>	<b>95,510</b>	<b>520,263</b>
1 Purchase of investment property	0	0	0	678,663
<b>Total payments</b>	<b>95,510</b>	<b>0</b>	<b>95,510</b>	<b>1,198,926</b>
<b><u>EXCESS OF RECEIPTS OVER PAYMENTS</u></b>	<b>-23,127</b>	<b>1</b>	<b>-23,126</b>	<b>-192,121</b>
Transfers between Funds	118	-118	0	0
<b><u>NET MOVEMENT IN FUNDS</u></b>	<b>-23,009</b>	<b>-117</b>	<b>-23,126</b>	<b>-192,121</b>
Balances at 1 January	31,221	745	31,966	224,087
<b><u>BALANCES AT 31 DECEMBER</u></b>	<b>8,212</b>	<b>628</b>	<b>8,840</b>	<b>31,966</b>

The notes on pages 8 and 9 form an integral part of these accounts.

**PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM**

**STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2019**

NOTE	UNRESTRICTED	RESTRICTED	TOTAL 2019	TOTAL 2018
	£	£	£	£
<b>CASH FUNDS</b>				
Bank current account	4,566	398	4,964	28,100
Bank deposit account	533	0	533	533
Church repair fund	3,097	0	3,097	2,970
Church hall balance	16	0	16	16
Allen Road a/c balance	0	230	230	347
<b>Total</b>	<b>8,212</b>	<b>628</b>	<b>8,840</b>	<b>31,966</b>
<b>OTHER MONETARY ASSETS</b>				
Utility bills paid in advance	0	0	0	0
Gift Aid tax relief claimed	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>1 INVESTED ASSETS</b>				
121 Ravenscroft Road, Beckenham	678,663	0	678,663	678,663
CBF Investment Fund - Income shares	852,540	70,941	923,481	777,962
	<b>1,531,203</b>	<b>70,941</b>	<b>1,602,144</b>	<b>1,456,625</b>
<b>LIABILITIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-120</b>
<b>NET ASSETS</b>	<b>1,539,415</b>	<b>71,569</b>	<b>1,610,984</b>	<b>1,488,471</b>

The notes on pages 8 and 9 form an integral part of these accounts.

Approved by the Parochial Church Council on 13 December 2020 and signed on its behalf by

\_\_\_\_\_ Chairman

\_\_\_\_\_ Member



**PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the receipts and payments basis. In the prior year funds held by the Rochester Diocesan Society and Board of Finance were used to refurbish the church building. In the current year funds held were partly used to pay the parish's Offer to the Diocese. These funds passed through the PCC's bank account and are shown in these financial statements. The PCC believes this approach is necessary to give a full view of the activities of the parish, despite the fact that the PCC was effectively only acting as agent for these transactions. The PCC believes that the receipts and payments basis is appropriate for these financial statements.

In 2018, the PCC used cash funds and the sale of some investments to purchase 121 Ravenscroft Road, Beckenham, a property adjacent to the church. This property is included in the financial statements at cost. The PCC believes this is a fair reflection of the current open market sale value of the property, subject to the existing tenancy.

Consecrated and beneficed property is excluded from the accounts by section 96 (2) (a) of the Charities Act 1993. No value is placed on movable church furnishings which require a faculty for disposal since the PCC considers this to be inalienable property.

Other investment assets comprise holdings in the CBF Church of England Investment Fund – Income Shares. These are included in the financial statements at mid-market value at the balance sheet date.

**2. RESTRICTED FUNDS**

**Allen Road - Rochester DBF Account**

Following the purchase of 121 Ravenscroft Road, the balance in this fund represents past accumulated interest that can be transferred to unrestricted funds.

**Church Hall – CBF Investment Fund Income Shares**

The capital was donated to allow the maintenance of the church hall. Only 50% of the funds are permitted to be drawn down to make repairs but must subsequently be repaid to the fund. The income may be used for other unrestricted purposes. As the Church Hall has been sold, discussions will be opened with the Diocese of Rochester regarding the future of this fund.

**Choir Fund**

A donation of £500 was received by the parish for use by the choir. To date £102 has been used and the remaining balance is held for use of the choir in the future. The cash is held in the bank current account.

**3. AUDIT**

Under the provisions of the Charities Act an audit of the accounts is not required. An Independent Examination of the accounts has been carried out, and it is expected that the Independent Examiner will request a charitable donation to be made in lieu of a fee.

**PAROCHIAL CHURCH COUNCIL OF ST MICHAEL WITH ST AUGUSTINE BECKENHAM**  
**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

	UNRESTRICTED	RESTRICTED	TOTAL	TOTAL
	£	£	2019	2018
	£	£	£	£
<b>4 RECEIPTS</b>				
<b>4a Voluntary Income</b>				
Tax efficient planned giving	4,757	0	4,757	5,435
Income Tax recovered	0	0	0	670
Other planned giving	726	0	726	692
Collections	1,718	0	1,718	2,556
Donations and appeals	1,021	0	1,021	295
Legacy	0	0	0	0
<b>Total</b>	<b>8,222</b>	<b>0</b>	<b>8,222</b>	<b>9,648</b>
<b>4b Activities for generating funds</b>				
Church Lettings	8,670	0	8,670	590
Fund Raising Events	2,544	0	2,544	1,745
Fees	1,584	0	1,584	1,976
<b>Total</b>	<b>12,798</b>	<b>0</b>	<b>12,798</b>	<b>4,311</b>
<b>4c Investment income</b>				
Dividends and interest	26,844	0	26,844	41,195
current a/c	9	1	10	693
savings a/c				
Rental income	14,400	0	14,400	0
<b>Total</b>	<b>41,253</b>	<b>1</b>	<b>41,254</b>	<b>41,888</b>
<b>4d Other incoming resources</b>				
Transfer from Rochester diocese	10,000	0	10,000	460,088
Sale of chairs	0	0	0	2,200
Sundry income	110	0	110	170
<b>Total</b>	<b>10,110</b>	<b>0</b>	<b>10,110</b>	<b>462,458</b>
<b>TOTAL RECEIPTS</b>	<b>72,383</b>	<b>1</b>	<b>72,384</b>	<b>518,305</b>
<b>5 PAYMENTS</b>				
<b>5a Fund raising trading costs</b>	<b>370</b>	<b>0</b>	<b>370</b>	<b>532</b>
<b>5b Church Activities</b>				
Charitable giving	160	0	160	0
Diocesan contribution	60,000	0	60,000	60,000
Mission and outreach	0	0	0	0
Clergy including vicarage	4,451	0	4,451	5,233
Church utilities	6,270	0	6,270	3,601
Church maintenance	6,494	0	6,494	2,253
Church insurance	2,375	0	2,375	2,481
Upkeep of services	2,394	0	2,394	3004
Organist and choir	2,540	0	2,540	3,035
Office administration	2,487	0	2,487	756
Printing and stationery	744	0	744	380
Church major repairs	4,344	0	4,344	437,703
Sundry expenditure	158	0	158	1,285
<b>Total</b>	<b>92,417</b>	<b>0</b>	<b>92,417</b>	<b>519,731</b>
<b>5c Investment Property expenses</b>	<b>2,723</b>	<b>0</b>	<b>2,723</b>	<b>0</b>
<b>TOTAL PAYMENTS</b>	<b>95,510</b>	<b>0</b>	<b>95,510</b>	<b>520,263</b>