



# ST PETER'S CHURCH

GRANGE PARK

## **Annual Report and Financial Statements of the Parochial Church Council for the year ended 31 December 2019**

### **Incumbent**

The Reverend Stephen Coleman  
The Vicarage  
10 Langham Gardens  
Grange Park  
London  
N21 1DN

**Vera Avenue, Grange Park  
London N21 1DN**

**Registered Charity Number: 1135369**



## ST PETER'S CHURCH

GRANGE PARK

### **Annual Report of the Parochial Church Council for the Year Ended 31 December 2019**

#### **Administrative information**

St Peter's Church is located on Vera Avenue in Grange Park. St Peter's is in the Diocese of London in the Edmonton Episcopal Area. The address for correspondence is The Vicarage, 10 Langham Gardens, Grange Park, London, N21 1DN which is adjacent to the church.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission – registered number 1135369.

#### **The Vicar's Report**

This report is a review of 2019, which was a year full of joys and successes for our church family, many of which are expressed below.

A highpoint of 2019 was the launch of a new three-year mission action plan at the Harvest Festival at the beginning of October. This year three strategic plan was put together by the PCC following a wide listening exercise, and is split into three strands:

- *Love the Lord your God*: focussed on our worship of God and nurture in the faith
- *Love your neighbour*: focussed on our pastoral care of each other, fellowship and the welcome we offer to newcomers
- *Go out and make disciples*: focussed on our outreach to the local community and serving the common good.

Each of these strands is considered below:

##### *1. Love the Lord your God:*

Our worship of God is our primary function as a church. Worship continued at St Peter's through 2019 primarily on a Sunday at the 10am Parish Eucharist, and the year has also been punctuated by various feasts and other celebrations. Holy Week, Easter and Christmas remained the highpoints of the year with record attendance at all services. The Candlelit Carol Service was particularly beautiful, and we were grateful to the St Peter's singers for leading our worship under the direction of Vivien Robbins.

We again kept the feast of Corpus Christi on Thursday 20<sup>th</sup> June with a Sung Mass, procession and benediction, followed by a celebratory BBQ. We welcomed as our

preacher Fr Stephen Gallagher, priest in charge of Enfield Lock, as well as friends from St Paul's Winchmore Hill and Holy Trinity Winchmore Hill. Other visiting preachers included the Revd George Bush, Rector of St Mary-le-Bow, in the City of London who preached for our dedication festival in early November and the Revd Harry Krauss, sometime Dean of the Cathedral of St John, Providence, Rhode Island in the Episcopal Church of the United States, in August.

Twenty-three baptisms took place during the course of the year, and two marriages were solemnized including Mary Knight and Jeffrey Lomax in January. The Bishop of Edmonton visited St Peter's on Sunday 14<sup>th</sup> July when a record twenty-seven children and adults from St Peter's were confirmed or received into the Church of England.

The numbers attending Sunday worship increased greatly through 2019; the average Sunday attendance was 130 (up from 98 in 2018 and 76 in 2017), and our worshipping community (the indicator of how many are regularly attending church) now stands at 320 people (up from 190 in 2018 and 102 in 2017).

This marked growth in attendance at worship is mostly amongst children and young families who remain a significant focus of our outreach. Our Junior Church, which meets at 10am on Sundays, has also seen a great increase in numbers and the Junior Church leaders have done a fantastic job in developing this to deal with many more children in attendance. It has been very good to have children reading and serving at the 10am Parish Eucharist throughout 2019, rightly at the heart of our worship. The appointment of Isabella Gormley as Youth Warden gives children and young people an important voice on the PCC and we owe her our gratitude for taking on this role.

2019 also saw the first parish pilgrimage to the Shrine of Our Lady of Walsingham in Norfolk (joint with St Paul's Winchmore Hill) and a lamp dedicated to St Peter's now burns in the Holy House. We look forward to more pilgrimages and similar trips in the future.

## *2. Love your neighbour*

Pastoral care and fellowship has always been at the heart of St Peter's and this continued through 2019. We enjoyed a hugely successful summer fete, and social events included a new patronal festival lunch (at the end of June on St Peter's Day following the Parish Eucharist), two very well attended Vicarage garden drinks' parties, a pancake party on Shrove Tuesday, a quiz night in November and of course the usual Christmas festivities of the Christmas Fayre, the Christmas lunch and the refreshments after the Carol Service. Our unique Mystery Gardens organised by John James in July was another highlight.

More events for young people have also been organised, including our monthly youth club with around 50 in attendance at each session and run by Louisa Boon and Zoe Ryder. This will continue to develop, especially in provision for young teenagers, and I am grateful to Zoe and Louisa for their commitment and for the inspiration they give to, and fun they put on for, our young people.

The church has continued to care for those who are elderly and housebound, and increased focus has been added to the welcome of newcomers to our church.

### *3. Go out and make disciples*

Our outreach to the local community also continued through 2019. An increase in social media presence has been an asset, and plans for a new website are underway.

St Peter's also continued to support the North Enfield Foodbank, the Enfield Winter Night Shelter, and the church fundraised for Great Ormond Street Hospital, Christian Aid, Macmillan, the British Legion and the Children's Society.

It has also been very good to work more collaboratively with other churches in the Deanery, including St Peter and St Paul Enfield Lock, for whom we hosted a joint servers training session and pizza lunch for young people from both of our churches. We look forward to increased collaboration with them and other churches in the future.

The church's links to local schools is crucial to our mission and outreach. Children from Grange Park Primary School were welcomed to St Peter's over the course of the year, and we have a very special relationship with St Paul's Church of England Primary School in Winchmore Hill. Children from St Paul's school came to St Peter's for worship twice in 2019.

#### *Thank you*

St Peter's had such a successful 2019 because of the generosity in time, resources and expertise from so many and for that I am hugely grateful. I want to pay particular thanks to Will Sheldon, our hall manager and Vivien Robbins our volunteer administrator.

I would also like to express gratitude to Fathers Tom Baron and David Nash who continue to serve the parish when I am away. Thanks too are due to the Cathrine Sparey, our new treasurer, for taking on the role and for her strategic stewardship of our finances, to Michael Griffin our new independent examiner, and to Roy Stanson for his careful handover of the finances over the course of the year. Finally, thanks are due to Mike Gorman and Stuart Davies our churchwardens for their wise counsel and for their unstinting service to the life of our church as a whole.

#### *Outlook*

It is right and good that we can reflect on and celebrate the life of our church in 2019. But this report is written in the midst of the Covid-19 pandemic and at the time of writing we are still firmly in the midst of this crisis, and there will be much to say on this in next year's report. Suffice to say that as a church we came together in a remarkable way during the period when the churches were closed during the lockdown, including in our engagement with online worship and our pastoral care for the vulnerable in our community. It should also be noted that two key figures in the life of our church died in 2020: John James and Sheila Rolls. We will reflect on how much they meant to us in next year's report, and we continue to pray for them and for all who mourn.

Since re-opening for public worship we now have four services per Sunday to deal with restrictions on capacity, but opportunities are arising from this such as the

popularity of the new Sunday evening Youth Mass, and overall numbers on a Sunday have increased beyond pre-lockdown levels with around 140 at church each Sunday.

The rest of 2020 and 2021 will see huge challenges for the Church of England, particularly in terms of finance, and it is important we do all we can to demonstrate that we are the lively, viable church we are called to be. We will need some reflection on our mission action plan to ensure we are serving the changing needs of our community and especially those in need, and there is an urgent need to increase our giving so that we at least meet the full cost of the Diocese of London Common Fund.

I know that St Peter's will rise to that challenge and I look forward to serving as your Vicar as we do so.

*The Revd Stephen Coleman*

### **The Vicar's other responsibilities**

As well as his parish ministry, the Vicar serves as Sub-Dean of Enfield, assisting the Area Dean of Enfield in his care for and oversight of the parishes in the geographically central area of the Deanery.

He is also the Enfield Deanery representative on the London Diocesan Board for Schools, and serves as a co-opted governor of St Paul's School in Winchmore Hill (where he is safeguarding governor and is a member of the clergy team), a foundation governor at St Paul's and All Hallows' School in Tottenham, and a co-opted governor of The Wren Academy, Finchley.

The Vicar also retains an active interest in the field of Ecclesiastical Law: he is undertaking a PhD in this area at Cardiff University where he is also a Fellow of the Centre of Law and Religion (which includes teaching on the LLM in Canon Law). He is also a member of the Colloquium of Anglican and Roman Catholic Canon Lawyers, and he teaches Canon Law to curates and incumbents in the Diocese of London. He also serves as assistant chaplain to the Society of Our Lady of Pew at Westminster Abbey.

The Vicar's annual stipend from 1 April 2019 was £27,206.

*SPLC*

### **Proceedings of the Parochial Church Council**

Members of the PCC are elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

PCC members who have served since the APCM on 28 April 2019 are:

Name	Position	
The Revd. Stephen Coleman	Incumbent	Chair of the PCC
Mr. Michael Gorman	Churchwarden	
Mr. Stuart Davies	Churchwarden	Safeguarding Officer
Miss Isabella Gormley	Youth Warden	
Mrs. Elizabeth Glencross	Parochial Representative of the laity	Vice-Chair of the PCC

Mrs. Cathrine Sparey	Parochial Representative of the laity	Treasurer
Mr. George Constantinou	Parochial Representative of the laity	Secretary
Mr. Andrew Fogden	Representative of the Deanery Synod	
Mrs Vivien Robbins	Representative of the Deanery Synod	Volunteer administrator
Mr. Richard Paterson	Parochial Representative of the laity	Chair of the Estates and Premises Committee
Mrs Debbie Warren	Parochial Representative of the laity	
Mr Stuart Wolf	Parochial Representative of the laity	
Mrs. Nicola Jefferson	Parochial Representative of the laity	
Mr. Stephen Gormley	Parochial Representative of the laity	Health and Safety
Mr. Alex Mclaughlin	Parochial Representative of the laity	
Mrs. Marian Vaughan-Williams	Parochial Representative of the laity	
Mrs Jill Johnson	Parochial Representative of the laity	
Mr Richard Ellis	Parochial Representative of the laity	
Mr Kevin Albery	Co-opted (from November 2019)	Planned Giving Officer

The 91<sup>st</sup> Annual Parish Council Meeting was held on 28 April 2019.

The PCC met eight times in 2019. This included the Archdeacon's triennial visitation, on 9<sup>th</sup> October 2019. Key decisions made by the PCC in 2019 included the approval of a three year mission action plan, and the approval of a new external lighting scheme for the church.

The PCC works through a published agenda at each meeting: the treasurer's report and the safeguarding officer's report are standing items. The standing committee (comprising the Vicar, the churchwardens, the Vice-Chair, the Treasurer and the Secretary) met on an ad-hoc basis.

The estates and premises committee (comprising Richard Paterson in the chair, the Vicar, the churchwardens and Tracey and Steve Gormley as health and safety representatives) continued to meet, and a new finance committee was appointed comprising of the Vicar, a churchwarden, the treasurer, the planned giving officer, and PCC secretary.

Our increased electoral roll means that the PCC is now a larger body, and developing a stronger committee structure with appropriate delegation, and a tighter allocation of areas of responsibility for each PCC member, remains a priority.

SPLC

## **Electoral Roll**

In accordance with the Church Representation Rules, a new electoral roll was produced in advance of the APCM in 2019. As at 31 December 2019 there were 202 on the electoral roll.

*Christine Gorman*  
Electoral Roll Officer

## **Financial Commentary**

### *Summary*

For the year under review a change in accounting policy has been adopted, which has impacted the results of 2018 and 2019. In particular, Church Hall income was recognised when an invoice was issued and not when the event was held. The net effect of the change of accounting policy is a reduction in 2018 income of £3,630 and an increase in 2019 income by the same amount. Applying this policy to 2020 bookings confirmed in 2019 has resulted in a further downward adjustment of income of £2,940. For future accounting periods, income and expenditure will be recognised on a full accruals basis and not when cash is received or expenditure incurred.

The results for the year to 31st December 2019 show that the net deficit was £10,067 compared with the previous year's deficit of £7,607. Total income was £111,000, an increase of almost £8,000 over the previous year. The majority of which was the receipt of a one-off legacy. Expenditure of £121,100 was £9,800 more than the previous year. Net reserves were £383,050.

### *Income*

As previously mentioned total income was £111,000. Voluntary income benefited from the one-off legacy of £10,000 and totalled £53,000. Generated funds were £3,300 more than the previous year, the income arising from a number of sources. Hall income reduced from £50,300 to £42,600. Fees for weddings and funerals remained steady. In spite of the small decrease in income, St Peter's Church Hall continued throughout 2019 to be a success as a source of income and a resource for the church and wider community under the management of Will Sheldon, the Hall Manager.

### *Expenditure*

Total expenditure at £121,100 was £9,800 higher than the previous year. The main contributors to this increase were the upkeep of services, administration with the employment of the part time Hall manager and various running costs. The contribution of St Peter's to the Diocese of London Common Fund rose in 2019 to £67,800 (from £65,800 in 2018).

It should be noted that the PCC has approved a five year plan to increase our annual common fund contribution to at least 'cost' within five years, in order to cover our ministry costs as a parish as part of an aim to secure the viability of St Peter's in the long term. This will require a significant increase in giving. A new stewardship campaign was launched in October 2019, and at the time of writing over 40 households have so far signed up to a regular monthly or annual contribution to St Peter's through the Parish Giving Scheme. It is a priority of the PCC that every household should be encouraged into this scheme.

### *Future Outlook*

With the impact of the current Coronavirus, Hall letting income ceased at the end of March 2020 for some months. Several precautionary measures have been adopted including the cessation of the monthly parish contribution and a general reduction in

expenditure to minimise the outflow of cash. These measures will enable the Church to survive the period of lockdown.

### *Reserves Policy*

The PCC has adopted a policy of maintaining a minimum balance on the General Unrestricted Fund which would cover three months average expenditure. This policy allows for sudden and unexpected expense which may arise. The objective has been met throughout 2019.

It is the policy of the PCC to invest fund balances which are not required in the short term, with the Central Board of Finance, Church of England Deposit Account at CCLA Investment Management Ltd.

*Cathrine Sparey  
Treasurer*

### **Report by the churchwardens on Fabric, Goods and Ornaments**

Under Section 5 of the Care of Churches Ecclesiastical Jurisdiction Measure 1991, the Churchwardens are required to report to the Annual Parochial Church Meeting on the fabric of the Church and all the articles appertaining thereto. We are in the process of updating the terrier and inventory following the Archdeacon's visitation in October, which includes the minor addition of some photographs of more valuable items now in our possession.

The PCC approved a new external lighting scheme including security lighting and up lighting, and also internal spotlights to illumine the stations of the cross. A faculty has been applied for this work which is due for completion in 2020 and will be paid for out of a long standing legacy. In the last year a range of minor repairs (the flags and banners stand and replacement light bulbs), maintenance (maintaining gutters, lightning conductors, fan heating) and large programmes such as the installation of the internal and external lighting and the ongoing repairs of church windows have been progressed.

Following a competitive tendering process, Sarah Earney was also appointed Quinquennial Inspector in 2019 in advance of the next inspection due in 2020.

The Churchwardens have begun archiving historic church records and registers and deposited these at The London Metropolitan Archives. A list of archived documents can be made available on request.

Thank you to all volunteers who take it in turns to maintain the church grounds. The lawn mowing rota is now well established, and the grounds have benefitted from a team of volunteers meeting on two occasions in the year to maintain the hedges, borders, and flower beds.

The part-time hall manager, Mr Will Sheldon, has ensured that hall bookings continue to be effectively and efficiently managed. The hall extremely popular and a community resource enjoyed by many people.

The growing church community continues to give generously of its time and talents in support of fundraising events throughout the year. Christian Aid week, quiz nights in



support of The British Legion and Christian Aid, highly successful summer and Christmas fairs and other significant fund raisers benefitting local and Diocesan needs and priorities including support for the Winter night shelter have been a great success.

Isabella Gormley was appointed one of the three first London Youth Wardens this year. We support the diocesan aspiration of giving young people a voice and a meaningful role in church. Isabella is committed to being a visible leader and the importance being involved in many different aspects of the church's life, we look forward to growing the scope and membership of the Youth Leadership group at St Peter's.

*Mike Gorman  
Stuart Davies  
Churchwardens*

## **Enfield Deanery Synod Report**

There were three Deanery Synod Meetings in 2019, as usual. As ever they share experience and successful ideas in various aspects of parish life and work. The normal style is to celebrate the Eucharist together and after refreshments hold the business part of the meeting.

*19th February - St James' Church, Enfield Highway: Social Action: Deanery Lay Leaders described different projects in which they are involved:*

### **1. The Enfield Night Shelter Project**

The clients come from an established charity. The volunteers offer help and support to the clients for their problems not just a shave, food and a bed that is safe, chats and games. It is a two way benefit helping also help create a community among the volunteers.

### **2. Mothers Union**

The Archbishop of Canterbury has called this the biggest secret of the Anglican Communion. There are over 4 million members in 84 countries worldwide and volunteers work in local communities putting their faith into action including locally:

- a. A women's refuge in N13,
- b. Knitting projects provide fiddle toys for dementia patients,
- c. '3 Cs' (Coffee, Cake and Chat) every week, which MU members run at Great Ormond Street Hospital for patients, parents and staff
- d. The Marylebone project – a large women's hostel, providing starter packs and stationery.
- e. Prison work providing sacks for visiting children at Wormwood Scrubs and hopefully at Pentonville.

3. Environmentally responsible church. Christians should care for God's creation and the whole world - worship, buildings, church land and lifestyles. Practical changes have been made to reflect this and this is reflected in liturgy and prayers.

*4th July - All Saints, Edmonton - The Vision for 2030:* We discussed how we'd seen God working over the past 5 years in our churches, the sort of things we saw developing and those areas we should prioritize. It was heartening to see a common thread of growth and development with churches across the Deanery. This reflected what St Peter's have put in our Mission Action Plan and showed where we might be able to find advice and support from like-minded parishes. Common areas included growing congregations, developing youth work and work in the wider community in response to social needs.

*30th October 2019 – St Andrew's Southgate:* We heard from Paula Gooder, the first lay chancellor of St Paul's Cathedral, a renowned theologian and freelance speaker. She gave some fascinating insights on St Matthew discussing how his gospel was shaped by his view of his original Jewish faith.

*Vivien Robbins and Andrew Fogden  
Deanery Synod Representatives*

## **Safeguarding Report**

The PCC adopted the 'Policy for Safeguarding in the Diocese for London' in 2019-20 and re-appointed Stuart Davies as the Church Safeguarding Officer and Elizabeth Glencross as the Children's Champion.

Safeguarding is a standing item on the PCC agenda and church noticeboards provide relevant information on safeguarding in the church and the contact details of church officers and outside agencies who are there to provide help and support when it is required.

All PCC members are encouraged to update their knowledge of the key issues and challenges by accessing online training materials as part of our commitment that safeguarding is everyone's responsibility.

Risk assessments and auditing all aspects of the church are in place. We appreciate the advice and guidance of Tracey and Steve Gormley with these essential activities.

The Church Safeguarding Officer ensures that all allegations or suspicions of abuse are taken seriously and responded to in a timely manner.

As a matter of course all Sunday school teachers, Youth club leaders, church officers and members of the PCC are DBS checked. The church community understand the importance of the checking process and their cooperation is appreciated.

The church is committed to supporting the young, old and vulnerable. There are numerous examples this year of individual acts of kindness, where people use their judgement and initiative to make contact and offer support. Thank you for all that you do.

*Stuart Davies  
Church Safeguarding Officer*

# **The Parish Church of St Peter's Church, Grange Park**

**Registered Charity Number: 1135369**

## **Financial Statements**

**of the**

## **Parochial Church Council**

**for the year ended 31 December 2019**

### **Index to Financial Statements:**

<b>Page:</b>	<b>Contents:</b>
<b>1</b>	<b>Report of the Independent Examiner</b>
<b>2</b>	<b>Statement of Financial Activities</b>
<b>3</b>	<b>Balance Sheet</b>
<b>4 to 9</b>	<b>Notes to the Financial Statements</b>

#### **Bank :**

Barclays Bank PLC  
Winchmore Hill  
London, N21 3ND

#### **Treasurer:**

Cathrine Sparey  
20 The Chine  
Grange Park  
London N21 2EB

#### **Independent Examiner:**

Michael Griffin FCA  
35 Green Moor Link  
Winchmore Hill  
London  
N21 2NN

## **Independent Examiner's Report to the Trustees of St Peter's Church, Grange Park, Parochial Church Council.**

I report on the accounts for the year ended 31st December 2019 which are set out on pages 2 to 9.

### **Respective responsibilities of the Trustees and the Independent Examiner.**

The Charity's Trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 ( the 2011 Act ) and that an independent examination is needed.  
It is my responsibility to :

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

### **Basis of Independent Examiner's Statement**

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

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

### **Independent Examiner's Statement.**

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

1. Which gives me reasonable cause to believe that in any material respect the requirements

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

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

Michael Griffin FCA  
35 Green Moor Link  
Winchmore Hill  
London  
N21 2NN

# Parochial Church Council of St Peter's Church, Grange Park

## Statement of Financial Activities

For the year ended 31 December 2019

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
<b>INCOMING RESOURCES</b>					
Voluntary income	2a	52,981	-	52,981	41,065
Activities for generating funds	2b	12,615	-	12,615	9,394
Income from investments	2c	322	-	322	328
Church activities	2d	45,093	-	45,093	52,927
<b>TOTAL INCOMING RESOURCES</b>		<u>111,011</u>	<u>-</u>	<u>111,011</u>	<u>103,714</u>
<b>RESOURCES EXPENDED</b>					
Costs of generating voluntary income	3a	628	-	628	197
Fund-raising trading costs	3b	700	-	700	787
Church activities	3c	113,164	6,586	119,750	110,337
<b>TOTAL RESOURCES EXPENDED</b>		<u>114,492</u>	<u>6,586</u>	<u>121,078</u>	<u>111,321</u>
<b>NET MOVEMENT IN FUNDS</b>		(3,481)	(6,586)	(10,067)	(7,607)
Balances b/fwd 1 January 2019		60,021	333,100	393,121	400,728
Balances c/fwd 31 December 2019		<u>56,540</u>	<u>326,514</u>	<u>383,054</u>	<u>393,121</u>

The accompanying notes on pages 4 to 9 form part of these financial statements.

# Parochial Church Council of St Peter's Church, Grange Park

## Balance Sheet at 31 December 2019

	Notes	2019	2018
		£	£
<b>FIXED ASSETS</b>			
Church Hall	5	322,694	329,280
Fixtures & Fittings	5	11,970	12,160
		<u>334,664</u>	<u>341,440</u>
<b>CURRENT ASSETS</b>			
Debtors	6	7,282	8,682
Short term deposits		43,211	42,889
Cash at bank and in hand		<u>6,244</u>	<u>3,122</u>
		<u>56,737</u>	<u>54,693</u>
<b>LIABILITIES</b>			
Creditors: amounts falling due within one year	7	8,347	3,012
<b>NET CURRENT ASSETS</b>		<u>48,390</u>	<u>51,681</u>
<b>TOTAL NET ASSETS</b>		<u>383,054</u>	<u>393,121</u>
<b>PARISH FUNDS</b>			
Restricted funds	8	326,514	333,100
Unrestricted funds	8	56,540	60,021
		<u>383,054</u>	<u>393,121</u>

\*Prior year adjustment for 2018 cancelled non-bookings

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

Fr Stephen Coleman  
PCC Chairman

Cathrine Sparey  
Treasurer

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 1. ACCOUNTING POLICIES

#### a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards, the Statement of Recommended Practice 2015 ( FRS 102 ) and the Charities Act 2011.

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

#### b Funds accounting

Funds held by the PCC are:

*Unrestricted funds* - general funds which can be used for PCC ordinary purposes.

*Restricted funds* - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

#### c Incoming resources

All incoming resources are accounted for gross.

##### ***Voluntary Income***

*Collections* are recognised when received.

*Planned giving* receivable is recognised only when received.

*Income tax* recoverable on Gift Aid donations is recognised when the income is recognised.

*Grants and legacies* are recognised when the PCC is legally entitled to the amount due.

##### ***Income from investments***

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

##### ***All other income***

All other income is recognised when the booking of the Church Hall or religious event is held, not when the event is confirmed.

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### **d Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

#### **Grants**

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

#### **Church Activities**

The Diocesan parish contribution (Common Fund) is accounted for when due.

### **e Fixed Assets**

#### **Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10 of the Charities Act 2011.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,500 are written off in the year they were incurred.

#### **Depreciation**

Depreciation will be calculated to write down the cost of tangible fixed assets over their expected useful lives. Depreciation will be charged from the first full year of ownership at the following rates :

Hall - 2% Reducing Balance

Fixtures and fittings - 25% Reducing Balance

#### **Investments**

Investments are stated at market value at the balance sheet date.

### **f Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit with the CBF Church of England Funds.



# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 2 INCOMING RESOURCES

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
<b>a Voluntary Income</b>					
Planned giving :					
Gift Aided donations		19,470	-	19,470	20,719
Other		1,935	-	1,935	540
Collections (open plate)		8,357	-	8,357	7,616
Donations and appeals		1,610	-	1,610	2,057
Income tax including Parish Giving Scheme		8,013	-	8,013	8,067
Grants from Valerie Archibald Trust		3,596	-	3,596	1,453
Legacies		10,000	-	10,000	613
		<u>52,981</u>	<u></u>	<u>52,981</u>	<u>41,065</u>
<b>b Activities for Generating Funds</b>					
Summer fete		3,540	-	3,540	5,266
Christmas fayre events		3,110	-	3,110	3,625
Other fund raising events		5,965	-	5,965	503
		<u>12,615</u>	<u></u>	<u>12,615</u>	<u>9,394</u>
<b>c Investment Income</b>					
Deposit interest		<u>322</u>	<u></u>	<u>322</u>	<u>328</u>
<b>d Income from Church Activities</b>					
Church hall lettings	2e	42,568	-	42,568	50,343
Fees for weddings and funerals		2,525	-	2,525	2,584
		<u>45,093</u>	<u></u>	<u>45,093</u>	<u>52,927</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>111,011</u>	<u></u>	<u>111,011</u>	<u>103,714</u>
<b>e Church hall lettings</b>		38,938		38,938	53,973
Add / (Less) Prior Year Adjustment		3,630		3,630	(3,630)
		<u>42,568</u>		<u>42,568</u>	<u>50,343</u>

The prior year adjustment reflects the change in accounting policy where income is recognised in the year the booking is held and not when the booking is confirmed.

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 3 RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
<b>a</b>				
<b>Costs of generating voluntary income</b>	<u>628</u>	<u>-</u>	<u>628</u>	<u>197</u>
<b>b</b>				
<b>Fund-raising trading costs</b>				
Summer and Christmas fetes	<u>700</u>	<u>-</u>	<u>700</u>	<u>787</u>
<b>c</b>				
<b>Church Activities</b>				
Missionary and charitable giving:				
Winchmore Hill Community Care	800	-	800	800
Bishop of Edmonton Discretionary Fund		-		367
Churches Together		-	-	100
Christian Aid	1,044	-	1,044	
Ministry costs:				
Diocesan parish contribution	67,800	-	67,800	65,800
Other clergy costs	720	-	720	3,020
Enfield Deanery	20	-	20	20
Church running expenses inc. Insurance	4,526	-	4,526	4,563
Church maintenance	1,903	-	1,903	2,753
Vicarage maintenance & running costs	803	-	803	2,109
Upkeep of services	10,074	-	10,074	6,038
Administration	6,516	-	6,516	1,533
*Depreciation	3,040	6,586	9,626	10,773
Church Hall running costs	13,924	-	13,924	11,383
Youth Club expense	450	-	450	357
Fees Paid to Diocese	1,544	-	1,544	721
	<u>113,164</u>	<u>6,586</u>	<u>119,750</u>	<u>110,337</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>114,492</u>	<u>6,586</u>	<u>121,078</u>	<u>111,321</u>

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 4a STAFF COSTS

#### Wages and salaries

The PCC did not employ any staff during the year.  
In November 2018, Mr Will Sheldon was appointed Halls Manager on a Self Employed basis, these costs are included in Halls Running Costs.

### b PAYMENTS TO PCC MEMBERS

There were no disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

### 5 FIXED ASSETS

	Hall £	Fixtures & Fittings £	Total £
Actual / Deemed Cost	350,000	34,908	384,908
Accumulated Depreciation	(27,306)	(22,938)	(50,244)
Net Book Value at 31st December 2019	<u>322,694</u>	<u>11,970</u>	<u>334,664</u>

### 6 DEBTORS

	2019 £	2018 £
Income Tax Recoverable - Gift Aid	2,785	5,767
Hall Debtors	4,497	2,915
	<u>7,282</u>	<u>8,682</u>

### 7 LIABILITIES

#### Amounts falling due within one year

	2019 £	2018 £
Creditors and Accruals	3,796	2,207
Deferred Income 2020 hall bookings	2,942	
Agency Collections	-	805
Homeless shelter	1,609	
	<u>8,347</u>	<u>3,012</u>

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 8 STATEMENT OF FUNDS

	Bal b/fwd 1 Jan 2019	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31 Dec 2019
	£	£	£	£	£
General fund	<u>60,021</u>	<u>111,011</u>	<u>(114,492)</u>	<u></u>	<u>56,540</u>
	<u>60,021</u>	<u>111,011</u>	<u>(114,492)</u>	<u></u>	<u>56,540</u>
<b>Expendable Funds</b>					
Organ					2,017
Vestments					321
Youth Club					134
Pews Cushioning					1,348
Church Hall					322,694
					<u>326,514</u>
<b>TOTAL FUNDS</b>					<u><u>383,054</u></u>

### 9 VALERIE ARCHIBALD BEQUEST

There is a Vicar and Churchwardens' Trust in respect of the bequest in 2003 from the late Valerie Archibald.

During the year expenditure was incurred on improving the security lighting which totalled £2,850.

The Trustees have advised that the market value of the Trust's assets at 31st December 2019 was £116,542 ( 2018 - £ 105,092).

### 10 BUILDINGS INSURANCE

The church buildings are valued by Ecclesiastical Insurance on a reinstatement basis, as follows :

St Peter's Church £7,800,000      Hall £2,800,000

### 11 AGENCY COLLECTIONS

Special collections were made for the following, with the funds paid directly to the charity:

Gt Ormond St Hospital - Pancake Party	£225
Macmillan	£83

# **The Parish Church of St Peter's Church, Grange Park**

**Registered Charity Number: 1135369**

## **Financial Statements**

**of the**

## **Parochial Church Council**

**for the year ended 31 December 2019**

### **Index to Financial Statements:**

<b>Page:</b>	<b>Contents:</b>
<b>1</b>	<b>Report of the Independent Examiner</b>
<b>2</b>	<b>Statement of Financial Activities</b>
<b>3</b>	<b>Balance Sheet</b>
<b>4 to 9</b>	<b>Notes to the Financial Statements</b>

#### **Bank :**

Barclays Bank PLC  
Winchmore Hill  
London, N21 3ND

#### **Treasurer:**

Cathrine Sparey  
20 The Chine  
Grange Park  
London N21 2EB

#### **Independent Examiner:**

Michael Griffin FCA  
35 Green Moor Link  
Winchmore Hill  
London  
N21 2NN

## **Independent Examiner's Report to the Trustees of St Peter's Church, Grange Park, Parochial Church Council.**

I report on the accounts for the year ended 31st December 2019 which are set out on pages 2 to 9.

### **Respective responsibilities of the Trustees and the Independent Examiner.**

The Charity's Trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 ( the 2011 Act ) and that an independent examination is needed.  
It is my responsibility to :

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

### **Basis of Independent Examiner's Statement**

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

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

### **Independent Examiner's Statement.**

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

1. Which gives me reasonable cause to believe that in any material respect the requirements

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

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

Michael Griffin FCA  
35 Green Moor Link  
Winchmore Hill  
London  
N21 2NN

# Parochial Church Council of St Peter's Church, Grange Park

## Statement of Financial Activities

For the year ended 31 December 2019

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
<b>INCOMING RESOURCES</b>					
Voluntary income	2a	52,981	-	52,981	41,065
Activities for generating funds	2b	12,615	-	12,615	9,394
Income from investments	2c	322	-	322	328
Church activities	2d	45,093	-	45,093	52,927
<b>TOTAL INCOMING RESOURCES</b>		<u>111,011</u>	<u>-</u>	<u>111,011</u>	<u>103,714</u>
<b>RESOURCES EXPENDED</b>					
Costs of generating voluntary income	3a	628	-	628	197
Fund-raising trading costs	3b	700	-	700	787
Church activities	3c	113,164	6,586	119,750	110,337
<b>TOTAL RESOURCES EXPENDED</b>		<u>114,492</u>	<u>6,586</u>	<u>121,078</u>	<u>111,321</u>
<b>NET MOVEMENT IN FUNDS</b>		(3,481)	(6,586)	(10,067)	(7,607)
Balances b/fwd 1 January 2019		60,021	333,100	393,121	400,728
Balances c/fwd 31 December 2019		<u>56,540</u>	<u>326,514</u>	<u>383,054</u>	<u>393,121</u>

The accompanying notes on pages 4 to 9 form part of these financial statements.

# Parochial Church Council of St Peter's Church, Grange Park

## Balance Sheet at 31 December 2019

	Notes	2019	2018
		£	£
<b>FIXED ASSETS</b>			
Church Hall	5	322,694	329,280
Fixtures & Fittings	5	11,970	12,160
		<u>334,664</u>	<u>341,440</u>
<b>CURRENT ASSETS</b>			
Debtors	6	7,282	8,682
Short term deposits		43,211	42,889
Cash at bank and in hand		<u>6,244</u>	<u>3,122</u>
		<u>56,737</u>	<u>54,693</u>
<b>LIABILITIES</b>			
Creditors: amounts falling due within one year	7	8,347	3,012
<b>NET CURRENT ASSETS</b>		<u>48,390</u>	<u>51,681</u>
<b>TOTAL NET ASSETS</b>		<u><u>383,054</u></u>	<u><u>393,121</u></u>
<b>PARISH FUNDS</b>			
Restricted funds	8	326,514	333,100
Unrestricted funds	8	56,540	60,021
		<u><u>383,054</u></u>	<u><u>393,121</u></u>

\*Prior year adjustment for 2018 cancelled non-bookings

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

Fr Stephen Coleman  
PCC Chairman

Cathrine Sparey  
Treasurer



# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 1. ACCOUNTING POLICIES

#### a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards, the Statement of Recommended Practice 2015 ( FRS 102 ) and the Charities Act 2011.

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

#### b Funds accounting

Funds held by the PCC are:

*Unrestricted funds* - general funds which can be used for PCC ordinary purposes.

*Restricted funds* - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

#### c Incoming resources

All incoming resources are accounted for gross.

##### ***Voluntary Income***

*Collections* are recognised when received.

*Planned giving* receivable is recognised only when received.

*Income tax* recoverable on Gift Aid donations is recognised when the income is recognised.

*Grants and legacies* are recognised when the PCC is legally entitled to the amount due.

##### ***Income from investments***

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

##### ***All other income***

All other income is recognised when the booking of the Church Hall or religious event is held, not when the event is confirmed.

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

**d Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

**Grants**

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

**Church Activities**

The Diocesan parish contribution (Common Fund) is accounted for when due.

**e Fixed Assets**

**Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10 of the Charities Act 2011.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,500 are written off in the year they were incurred.

**Depreciation**

Depreciation will be calculated to write down the cost of tangible fixed assets over their expected useful lives. Depreciation will be charged from the first full year of ownership at the following rates :

Hall - 2% Reducing Balance

Fixtures and fittings - 25% Reducing Balance

**Investments**

Investments are stated at market value at the balance sheet date.

**f Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit with the CBF Church of England Funds.

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 2 INCOMING RESOURCES

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
<b>a Voluntary Income</b>					
Planned giving :					
Gift Aided donations		19,470	-	19,470	20,719
Other		1,935	-	1,935	540
Collections (open plate)		8,357	-	8,357	7,616
Donations and appeals		1,610	-	1,610	2,057
Income tax including Parish Giving Scheme		8,013	-	8,013	8,067
Grants from Valerie Archibald Trust		3,596	-	3,596	1,453
Legacies		10,000	-	10,000	613
		<u>52,981</u>	<u></u>	<u>52,981</u>	<u>41,065</u>
<b>b Activities for Generating Funds</b>					
Summer fete		3,540	-	3,540	5,266
Christmas fayre events		3,110	-	3,110	3,625
Other fund raising events		5,965	-	5,965	503
		<u>12,615</u>	<u></u>	<u>12,615</u>	<u>9,394</u>
<b>c Investment Income</b>					
Deposit interest		<u>322</u>	<u></u>	<u>322</u>	<u>328</u>
<b>d Income from Church Activities</b>					
Church hall lettings	2e	42,568	-	42,568	50,343
Fees for weddings and funerals		2,525	-	2,525	2,584
		<u>45,093</u>	<u></u>	<u>45,093</u>	<u>52,927</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>111,011</u>	<u></u>	<u>111,011</u>	<u>103,714</u>
<b>e Church hall lettings</b>		38,938		38,938	53,973
Add / (Less) Prior Year Adjustment		3,630		3,630	(3,630)
		<u>42,568</u>		<u>42,568</u>	<u>50,343</u>

The prior year adjustment reflects the change in accounting policy where income is recognised in the year the booking is held and not when the booking is confirmed.

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 3 RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
<b>a</b>				
<b>Costs of generating voluntary income</b>	<u>628</u>	<u>-</u>	<u>628</u>	<u>197</u>
<b>b</b>				
<b>Fund-raising trading costs</b>				
Summer and Christmas fetes	<u>700</u>	<u>-</u>	<u>700</u>	<u>787</u>
<b>c</b>				
<b>Church Activities</b>				
Missionary and charitable giving:				
Winchmore Hill Community Care	800	-	800	800
Bishop of Edmonton Discretionary Fund		-		367
Churches Together		-	-	100
Christian Aid	1,044	-	1,044	
Ministry costs:				
Diocesan parish contribution	67,800	-	67,800	65,800
Other clergy costs	720	-	720	3,020
Enfield Deanery	20	-	20	20
Church running expenses inc. Insurance	4,526	-	4,526	4,563
Church maintenance	1,903	-	1,903	2,753
Vicarage maintenance & running costs	803	-	803	2,109
Upkeep of services	10,074	-	10,074	6,038
Administration	6,516	-	6,516	1,533
*Depreciation	3,040	6,586	9,626	10,773
Church Hall running costs	13,924	-	13,924	11,383
Youth Club expense	450	-	450	357
Fees Paid to Diocese	1,544	-	1,544	721
	<u>113,164</u>	<u>6,586</u>	<u>119,750</u>	<u>110,337</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>114,492</u>	<u>6,586</u>	<u>121,078</u>	<u>111,321</u>

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 4a STAFF COSTS

#### Wages and salaries

The PCC did not employ any staff during the year.  
In November 2018, Mr Will Sheldon was appointed Halls Manager on a Self Employed basis, these costs are included in Halls Running Costs.

### b PAYMENTS TO PCC MEMBERS

There were no disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

### 5 FIXED ASSETS

	Hall £	Fixtures & Fittings £	Total £
Actual / Deemed Cost	350,000	34,908	384,908
Accumulated Depreciation	(27,306)	(22,938)	(50,244)
Net Book Value at 31st December 2019	<u>322,694</u>	<u>11,970</u>	<u>334,664</u>

### 6 DEBTORS

	2019 £	2018 £
Income Tax Recoverable - Gift Aid	2,785	5,767
Hall Debtors	4,497	2,915
	<u>7,282</u>	<u>8,682</u>

### 7 LIABILITIES

#### Amounts falling due within one year

	2019 £	2018 £
Creditors and Accruals	3,796	2,207
Deferred Income 2020 hall bookings	2,942	
Agency Collections	-	805
Homeless shelter	1,609	
	<u>8,347</u>	<u>3,012</u>

# Parochial Church Council of St Peter's Church, Grange Park

## Notes to the financial statements

For the year ended 31 December 2019

### 8 STATEMENT OF FUNDS

	Bal b/fwd 1 Jan 2019	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31 Dec 2019
	£	£	£	£	£
General fund	<u>60,021</u>	<u>111,011</u>	<u>(114,492)</u>	<u></u>	<u>56,540</u>
	<u>60,021</u>	<u>111,011</u>	<u>(114,492)</u>	<u></u>	<u>56,540</u>
<b>Expendable Funds</b>					
Organ					2,017
Vestments					321
Youth Club					134
Pews Cushioning					1,348
Church Hall					322,694
					<u>326,514</u>
<b>TOTAL FUNDS</b>					<u><u>383,054</u></u>

### 9 VALERIE ARCHIBALD BEQUEST

There is a Vicar and Churchwardens' Trust in respect of the bequest in 2003 from the late Valerie Archibald.

During the year expenditure was incurred on improving the security lighting which totalled £2,850.

The Trustees have advised that the market value of the Trust's assets at 31st December 2019 was £116,542 ( 2018 - £ 105,092).

### 10 BUILDINGS INSURANCE

The church buildings are valued by Ecclesiastical Insurance on a reinstatement basis, as follows :

St Peter's Church £7,800,000      Hall £2,800,000

### 11 AGENCY COLLECTIONS

Special collections were made for the following, with the funds paid directly to the charity:

Gt Ormond St Hospital - Pancake Party	£225
Macmillan	£83