

# **CHURCH OF ST. PAUL, MILL HILL**

**Meeting of the Parishioners for the  
purpose of electing Churchwardens**

**and**

**Annual Parochial Church Meeting**

**Sunday 25<sup>th</sup> October 2020  
via Zoom**



## **CHURCH OF ST. PAUL, MILL HILL**

### **Meeting of the Parishioners for the purpose of electing Churchwardens, 25<sup>th</sup> October 2020**

#### **Agenda**

1. Appointment of Clerk
2. Minutes: To approve the Minutes of the Meeting of 7<sup>th</sup> April 2019
3. Churchwardens 2019 – 2020
4. Churchwardens 2020 – 2021

### **Annual Parochial Church Meeting 25<sup>th</sup> October 2020**

#### **Agenda**

1. Appointment of Clerk
2. Minutes: To approve the Minutes of the Meeting of 7<sup>th</sup> April 2019
3. Reports
  - 3.1. Electoral Roll Report (page 5)
  - 3.2 Annual Report and Financial Statements (starting at page 7)
  - 3.3 Fabric, Goods and Ornaments (page 28)
4. Budget for 2020 - presentation and discussion (page 27)
5. Appointment of Independent Examiner for the ensuing year
6. Safeguarding at St. Paul's
7. Election of Lay Representatives to serve on Parochial Church Council
8. Barnet Deanery Synod
9. Election of Lay Representatives to serve on the Barnet Deanery Synod
10. Election of Sidesmen
11. Date of first meeting of the new Parochial Church Council
12. Vicar's Report
13. Any Other Business of parochial or general church interest
14. Prayers

## **MEETING OF THE PARISHIONERS FOR THE PURPOSE OF ELECTING CHURCHWARDENS**

### **Minutes of the Meeting of the Parishioners for the purpose of electing Churchwardens held in The Wilberforce Centre, St. Paul's Church, The Ridgeway, Mill Hill NW7 on 7<sup>th</sup> April 2019**

Present: The Revd J. James, The Revd Jan Lowe and 44 members of the laity.

The Vicar welcomed everyone and opened the meeting with prayers.

Apologies were received from Mrs Christina Wong, Mrs J. Crane and Mr R. Pace.

#### **1. Appointment of Clerk**

Proposed by Mr D. Edgerton and seconded by Mrs N. Layman, by a show of hands Mrs K. Thompson was appointed to act as Clerk of the meeting.

#### **2. Minutes**

The minutes of the meeting held on 29<sup>th</sup> April 2018 had been circulated in advance of the meeting. Proposed by Mr M. Fleming and seconded by Mrs F. Reynoldson, by a show of hands the minutes were approved.

#### **3. Churchwardens 2018/2019**

Unfortunately, the current Churchwardens were both absent – Mrs Jenny Crane was unwell and Mr Bob Pace was overseas. Revd Jo James thanked them for their generosity of time and appreciated the many different demands made on them. They were very kind and patient, and had been the source of lots of information. Mrs Crane had stood down at the last PCC meeting and had been thanked then; Mr Pace had another year of tenure.

#### **4. Churchwardens 2019/2020**

Nominations had been received for Mr Bob Pace and for Mr John Lee

Proposed by Mrs Thompson, seconded by Mrs G. Taylor, Mr Pace was duly elected by the parishioners.

Proposed by Mr R. Cottingham, seconded by Mrs Thompson, Mr Lee was duly elected by the parishioners.

The Vicar welcomed Mr Lee to the role – she said he had a young family and was doing much work for young people with wisdom and a love of the Lord. Prayers were asked for Mr Lee, his wife June and Mr Pace.

The meeting closed.

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## **ANNUAL PAROCHIAL CHURCH MEETING**

### **Minutes of the Annual Parochial Church Council Meeting held in The Wilberforce Centre, St. Paul's Church, The Ridgeway, Mill Hill NW7 on 7<sup>th</sup> April 2019.**

Present: The Revd J. James, The Revd J. Lowe and 44 members of the laity.

#### **1. Appointment of Clerk**

Proposed by Mrs B. Bailey and seconded by Mrs H. Roberts, by a show of hands K. Thompson was appointed Clerk for the meeting.

## 2. To Give Notice of Any Other Business

No notice was given.

## 3. Minutes of the Meeting of 29<sup>th</sup> April 2018

These minutes had been circulated in advance of the meeting. Approval of the minutes was proposed by Mrs C. Reid, seconded by Mrs B. Bailey and, by a show of hands, carried.

## 4. Reports

### 4.1 Electoral Roll

Mr. M. Fleming, Electoral Roll Officer, presented his report. A new roll had been prepared this year and the roll now stood at 166. The roll was available for inspection in the parish office - Mr Fleming wished to thank Mrs Gillian Taylor for the work she did on the computer entries. There were no questions. Mr Fleming was standing down as Electoral Roll Officer and the Vicar thanked Mr Fleming for all his work and for performing this task so diligently over the years. There was warm applause.

### 4.2 Annual Report and Financial Statements

These, comprising The Independent Examiner's Report, The Annual Report of the PCC and Review of the Year 2019, The Financial Review and Accounts for year ending 31<sup>st</sup> December 2019 and Statements of Funds and Property had been distributed prior to the meeting.

Mrs Carol Reid presented the Annual Accounts. She thanked Mrs Thompson for compiling the report, Mr Alan Roberts for his help as Assistant Treasurer and Mr Martyn Atkinson for examining the accounts. She went through the figures, explaining some of the details of income and outgoings. She explained that Playgroup had closed and had paid until April 2019 in accordance with their hire agreement. Income would be down by £15,500 in 2020 as a result. Expenditure was up by £22,000, the largest item of which was the new boiler at just under £7,000. There were no questions.

Adoption of the Annual Report and Accounts was proposed by Mrs Downes, seconded by Mrs Pescod, and, by a show of hands, carried.

### 4.3 Fabric. Goods & Ornaments

Mr Simon Brown offered to take questions on this in the absence of churchwardens. There were no questions. Adoption of the report was proposed by Mrs Collier, seconded by Mrs Reid, and, by a show of hands, carried.

### 4.4 West Barnet Deanery Synod

The report had been prepared by Mrs F. Reynoldson.

### 4.5 Churches Together in Mill Hill and Good Neighbour Scheme

This report had been prepared by Mr D. Edgerton.

### 4.6 Uniformed Organisations

Any questions could be relayed to Mr Andrew Butt.

### 4.7 St. Paul's Church Schools

This report had been prepared by Mr Anthony David.

#### 5. Budget for 2020 – Presentation and Discussion

Mrs Reid presented the budget. During discussion, it was noted that there would be a large hole in the hall rents – what could be done about this? There was already a deficit of £5,000 in 2019. This was a question for the PCC to look at. Over the coming months, the PCC would be considering what would be done in the hall – for example, there was asbestos in various places, which would be expensive to remove. More radical ideas would be considered – perhaps redevelopment, with a purpose-built hall that would benefit the community. Mr Warden noted that the asbestos would be contained in a safe manner in the meantime and there was none in publicly accessible areas.

There were no questions. Approval was proposed by Mr S. Brown, seconded by Mrs M. Hobson and, by a show of hands, carried.

#### 6. Appointment of the Independent Examiner for the Ensuing Year

Martyn Atkinson at Ivan Sopher had agreed to continue as examiner. Approval of this was proposed by Mrs Reid, seconded by Mr A. Roberts and, by a show of hands, carried.

#### 7. Election of Lay Representatives to serve on the Parochial Church Council

The Chair thanked those coming to the end of their term on the PCC for their service: Mrs Jill Clarke and Mr Bill Taylor.

As the electoral roll was reduced, there were fewer places for lay members on the PCC. There being no other nominations and after being proposed *en bloc* by Mr Roberts, seconded by Mr Brown, by a show of hands, the following were elected:

Mrs Anita Cheasty, Mr Martin Crane.

#### 9. Election of Sidesmen

In the absence of Mr Pace, there was no list of sidesmen on which the meeting could vote. There were few changes and it was agreed that the sidesmen be elected *en bloc* in good faith. Proposed by Mr D. Edgerton, seconded by Mr S. Brown, and, by a show of hands, this was approved.

#### 9. Date of the First Meeting of the New PCC

This was to be held immediately following the APCM in church.

#### 10. Vicar's Report

Revd Jo James said that she wished to start by saying a huge thank you to St. Paul's for making her and her family welcome. Getting used to change and upheaval, adjusting and getting to know new people was a challenge. She had already got to know quite a few people and over the next year hoped to be able to invite everyone to the vicarage at some stage. She was very impressed and grateful for all the gifts that people brought to St. Paul's and how much went on there: cleaning, refreshments, sidesmen, upkeep of the churchyard, hall and curate's house, PCC, collection counting, CTMH, Sunday Groups, Tuesday Group, Men's Breakfast to name a few.

The Vicar thanked Mrs Thompson and Mrs Taylor for their work and support, and Revd Jan Lowe for giving so much – it was great fun working together and Jan was a wise woman with a strong faith in Jesus. She was very thankful for Jan.

Revd Jo James wished to share what excited her about St. Paul's. She reminded the meeting that there would be no church here in a couple of decades if there was not a concerted effort to welcome young people into church. It was lovely to have the children at the front of church for

Mothering Sunday and there were plans to have a family service each month. She was excited about the potential to encourage children and families.

She was also excited about the work that the PCC would be doing over the next few months, getting the right temperature of St' Paul's. "Without vision the people will perish". They would be working on a vision that acknowledged where St. Paul's was now and where it was going in the coming years.

The Vicar had been encouraged by prayer since she had arrived – the church was used for prayer every morning and on Wednesday evenings, so it was not empty except for Sunday mornings. Revd James was excited by each person – living stones – each going out with solid roles in the community and in the world. God had a plan for everyone. She encouraged everyone to keep praying.

11. Any Other Business of Parochial or General Church Interest

None.

12. The meeting closed with prayers.

### **Electoral Roll Report**

1. The number of persons on the Roll presented to the 2019 Annual Parochial Church Meeting was 166.
2. A revised Roll has been prepared in accordance with the Church Representation Rules and was completed on October 3<sup>rd</sup> 2020. This revision resulted in the loss of 9 names that were on the 2019 Roll and a gain of 6 names that had not been on the 2019 Roll. This is a net loss of 3 names as compared with the 2019 Roll. The revised Roll, containing 163 names, is currently available for inspection in the Parish Office, where it will remain until April 2021.

Electoral Roll Officer  
Bernard Mayengehama  
October 2020

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**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

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# ST. PAUL'S CHURCH, MILL HILL ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2019

**St. Paul's Church**

**The Ridgeway, Mill Hill NW7 1QU**

**Incumbent**

**Reverend Joanna James**

**Bank**

**HSBC, 103 Station Road Edgware, HA8 7JJ**

**Independent Examiner**

**Martyn Atkinson, 51 Lawrence Gardens, Mill Hill, London NW7 4JU**

## **Administrative Information**

St. Paul's Church is situated on The Ridgeway, Mill Hill, north west London. It is part of the West Barnet Deanery within the Diocese of London. The correspondence address is St. Paul's Church Parish Office, The Ridgeway, Mill Hill, London NW7 1QU.

The following have served on the PCC during 2019.

Clergy	Reverend J. James Reverend J. Lowe	
Churchwardens	Mr Bob Pace Mr John Lee Mrs Jennifer Crane	(from APCM 2019) (until APCM 2019)
Deanery Synod	Mr I. Coombes Mrs F. Reynoldson Mrs P. Dean	
Elected members	Mr S. Brown Mrs A. Cheasty Mrs J. Clarke Mr M. Crane Mrs L. Downes Mr D. Edgerton Mrs J. Ferguson Mrs E. Kettle Mr J. Lay Mr B. Mayengehama Mr P. Neal Mrs C. Reid Mr W. Taylor Mrs K. Thompson	(from APCM 2019) (until APCM 2019) (from APCM 2019)           Treasurer (until APCM 2019)  Secretary

## **Structure, Governance and Management**

The Parochial Church Council (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 Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC has ultimate responsibility for a wide range of matters affecting the parish, including compliance with health & safety, disability discrimination legislation, data protection, safeguarding and child protection, and to this end participates in appropriate training procedures including Deanery Training Days attended by a PCC representative who reports back to the PCC. There is a stated policy of preferring not to have more than one member of the same family serving on the Council concurrently.

## **Objectives and Activities**

St. Paul's PCC is responsible, in co-operation with the clergy and Churchwardens, for promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical, both within the parish and further afield.



The PCC looks for ways of including as many people as possible, giving opportunities for all to worship at St. Paul's. Consideration has been given to the Commission's guidance on public benefit, particularly the advancement of religion. This includes:

- Prayer meetings four mornings a week and one evening
- Our Prayer and Praise evening service, an informal prayer service
- The regular worship of St. Paul's School in church and the opportunity for parents to join these services
- Assemblies in Millbrook Park Primary School
- Membership of Governing Bodies of St. Paul's School and Millbrook Park School

There is also the opportunity for all to participate in:

- Regular worship and prayer
- Bible study groups and Lent courses
- Pastoral care from designated church members and the clergy for all those living in the parish
- Outreach work, particularly the use of the Wilberforce Centre
- Youth work in the parish

The full PCC met seven times during the year, with an average attendance of 82%. Committees met between PCC meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

The PCC operates through two committees and various working groups. The Standing Committee, the only committee required by law, has the authority to transact the business of the PCC, subject to any directions from the Council. It meets only when required. The Management Committee is a small committee that meets between the full meetings of the PCC, to which it submits a written report. It is responsible for the finances of the church and church hall buildings, the churchyard and the house at 46 Shakespeare Road. The Stewardship Committee comes under the aegis of the Management Committee.

Working Groups operate as and when required, reporting directly to the PCC. The current working groups are Sunday Groups and Mission.

## **Achievements and Performance**

### Worship and Prayer

St. Paul's offers a variety of services throughout the year catering for quiet contemplation, family worship and more informal worship. Families attend our services and children can attend Sunday groups where music and activities for younger members are enjoyed in the Wilberforce Centre and the children's education in the Christian faith is expanded. Baptisms are usually held during the family service to enable everyone to take part.

### Church Attendance

All are welcome to attend our regular services. There were 166 parishioners on the Church Electoral Roll. The average Sunday attendance during 2019 was 103 adults.

### The Church Buildings

St. Paul's restored buildings provide a source of interest and delight to visitors and a regular rota of volunteers continues to enable the church and Wilberforce Centre to be open some Saturday mornings, allowing callers to enjoy a tour given by informed parishioners.

The Wilberforce Centre remains a haven for local people seeking fellowship and refreshment. Local community groups find its intimate atmosphere ideal for their uses. The local Good Neighbour Scheme luncheon club continues to provide companionship for the elderly in the Wilberforce Centre, which is also available for educational visits and it is used for Lent groups. Tea and Coffee Pot welcomes parents from St. Paul's School to meet and take refreshment before and after school opening.

### Deanery Synod

Currently there are three members of the PCC who sit on the deanery synod. This provides the PCC with a

valuable link between the parish and its neighbours in the deanery, helping to give reference points and a broader overview of common issues. The deanery synod members report to the PCC on speakers and discussions, enabling St. Paul's to gain insight and share the thoughts of other parishes.

### Mission

St. Paul's has been faithful in its commitment to help those in need as a tangible demonstration of our Christian faith. The Mission Committee advises the PCC in its giving and ensures that funds are purposefully targeted both home and overseas where it was felt they would be put to good use.

Our bi-monthly magazine keeps the parish up to date with important developments and forthcoming events, and provides thought-provoking articles, allowing the parish to share in the experiences of members, young and old.

### **Review of the Year**

2019 was a year of consolidation and stabilisation. The congregation has had a steady year and the PCC has been working on a vision for the future of St. Paul's.

The most significant step forward was to open the church doors to the homeless in St. Paul's Night Shelter. For thirteen weeks on a Monday night, clients of Homeless Action in Barnet were given somewhere safe to sleep, good food and companionship if they wanted it. The Night Shelter was successful in mobilising many willing volunteers to offer their help, including some parents from St. Paul's School, which was particularly gratifying.

This initiative was followed by the good news that Mr Ryan Venn-Dunn would be undertaking his curacy training at St. Paul's and we look forward to his joining the clergy team in July 2020.

St. Paul's said a fond farewell to Mr Sam Austin, his wife Sian and daughter Elin, as they left to start a new life in the north of England. They had become such an integral part of the church family and their departure left a big hole. However, St. Paul's has been extremely lucky to have been supported on the organ by Hilary Yarde Martin, Christine Dowle-Yeates, Barry Westcott and Simon Hester. We are particularly grateful to Mr David Roberts, who also directs the choir and prepared the very well-received Carol Service at Christmas. Grateful thanks go also to Mr Peter James, who has also given musical support during services, directs musical worship for the young people in The Wilberforce Centre during services and ably rehearsed and conducted the Carol Service when Mr Roberts had to be elsewhere.

The usual church activities continued to support prayer and worship with everything from providing coffee and tea, flower arranging and cleaning, to reading lessons and running Sunday Groups. The Men's Breakfast Group continued to be popular and the Tuesday Group met regularly with a full programme of activities. The churchyard working party has been stalwart throughout the year, keeping the vegetation under control and the place looking neat and tidy. The church buildings require a lot of maintenance and we remain grateful to Mr Mike Toon for his continued efforts to keep on top of this, including directing volunteers on hall maintenance days. Mr Martin Bourn has been invaluable for his engineering knowledge and his ability to solve technical issues. Items on the Quinquennial list continue to be dealt with, and more specialist assistance will be required to complete the outstanding matters. The Churchwardens have worked very hard keeping everything ticking over, particularly Mr John Lee, who has taken responsibility for managing the buildings.

The Lent groups were well attended, and the annual memorial service was taken by Revd Jan Lowe, who carried on stoically despite personal upheaval. Regular prayer meetings continued on four mornings and one evening a week and the number of family services increased. 2019 saw a brand-new Electoral Roll and the final one to be prepared by Mr Malcolm Fleming, who has been such an efficient and Electoral Roll Officer for over 20 years. We are grateful for his commitment.

2019 saw the sad loss of Mr Ron Frank. There were also 2 weddings and 1 baptism; 6 funerals were taken by St. Paul's clergy, including 1 burial and 4 interments of ashes. There were no confirmations.

Parish Administrator Mrs Gillian Taylor has had a huge workload, as usual, with the addition of GDPR and the introduction of new church software. She is the glue that holds everything together and we are, as ever, grateful for her dedication.

## **Financial Review of the year ended 31 December 2019**

### **• Going Concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

### **• Financial Review**

#### **General Funds**

Income was approximately 17%, above budget, and £16,061 up on last year. £5,282 more Gift Aid was received this year. Stewardship was up by £18,313. Open collection was down by £346. Hall income was down by £11,103 on last year; the rates of the hall lets would be increased again this year.

The curate's house income for the year was £18,016. There will be a rent increase next year.

Expenditure was below budget by approximately 7%, and was £19,673 down on last year.

The Common Fund contribution (used to pay clergy stipends/pensions) was £71,000 plus £4700.00 from the Mission Fund.

Overall there was a surplus of £37,408; this amount will be used to replenish the reserves, and could be used if there was a deficit in 2020.

#### **Designated Funds**

This money is designated for these particular projects for administration purpose only. These funds are unrestricted, and can be moved to other general funds if the PCC so decides.

#### **Restricted Funds**

These represent monies received for a specific purpose, which cannot be spent on anything other than the purpose for which they were provided.

#### **Wilberforce Centre**

Income for the Wilberforce Centre was £5,605. It was also being used for outreach purposes.

#### **Church Hall**

Income from hall rents are £28,073 and hall expenditure was £18,112.

#### **Mission Giving**

Church Mission Giving	£10,000
Christmas Collections	£1,042
Bibles for St. Paul's School	£408
Colindale Food Bank	£191
Outreach	£289
Feed the hungry	£500
<b>Total</b>	<b>£12,430</b>

Included in Mission Giving was £2,347 given to the Good Neighbour Scheme. Letters of thanks have been received by recipients of the mission fund.

During the year the PCC employed a Parish Administrator with costs £16,400 including holiday pay, pension and overtime.

#### **Transactions with members of the PCC**

There were no transactions with members of the PCC in 2019

#### **Transfer from General to Designated Funds**

Reserves £37,408

Total £37,408

The budget for 2020 will have a deficit of £8,108.

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## PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL

### MEMBERS' REPORT (continued) FOR THE YEAR ENDED 31 DECEMBER 2019

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#### • Principal risks and uncertainties

The Parochial Church Council has examined the major financial and operational risks, which face St Paul's and confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen the risks.

#### • Reserves policy

It is the policy of the Parochial Church Council to maintain unrestricted reserves at a level, which equates to approximately twelve months unrestricted expenditure. At this level the PCC feels that it would be able to continue the current activities of St Paul's in the event of a significant drop in funding. It would obviously be necessary to consider how the funding would be replaced or activities changed. This year the unrestricted reserves, excluding property, are above the twelve-month expenditure figure.

#### Structure, governance and management

The Parochial Church Council (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 Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC has ultimate responsibility for a wide range of matters affecting the parish, including compliance with health & safety, disability discrimination legislation, data protection, safeguarding and child protection, and to this end participates in appropriate training procedures including Deanery Training Days attended by a PCC representative who report back to the PCC. There is a stated policy of preferring not to have more than one member of the same family serving on the Council concurrently.

#### Plans for future periods

There are no significant plans for future periods

#### MEMBERS' RESPONSIBILITIES STATEMENT

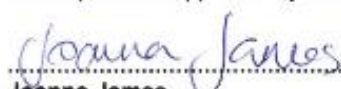
The Members are responsible for preparing the Members' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Members are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Members and signed on their behalf by:

  
Joanna James  
Member

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**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL (the 'charity')**

I report to the charity Members on my examination of the accounts of the charity for the year ended 31 December 2019.

This report is made solely to the charity's Members, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Members those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Members as a body, for my work or for this report.

**RESPONSIBILITIES AND BASIS OF REPORT**

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

I report in respect of my examination of the charity's accounts 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 2011 Act.

**INDEPENDENT EXAMINER'S STATEMENT**

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I can confirm that no 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 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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.

Signed: 

Dated: 14/10/2020

M S Atkinson FCA

**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>INCOME FROM:</b>					
Planned giving	2	134,671	-	134,671	111,077
Collections	2	5,349	-	5,349	5,695
Gift days	2	6,245	-	6,245	4,230
Donations and appeals	2	1,268	10,000	11,268	10,808
Legacies	2	-	-	-	5,000
Church activities	3	35,813	-	35,813	45,747
Other trading activities	4	136	-	136	1,330
Investments	5	21,778	-	21,778	20,519
Other income		5,198	-	5,198	5,043
<b>TOTAL INCOME</b>		<b>210,458</b>	<b>10,000</b>	<b>220,458</b>	<b>209,449</b>
<b>EXPENDITURE ON:</b>					
Raising funds		270	-	270	3,790
Church activities		168,815	1,345	170,160	209,029
<b>TOTAL EXPENDITURE</b>		<b>169,085</b>	<b>1,345</b>	<b>170,430</b>	<b>212,819</b>
<b>NET INCOME / (EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)</b>		<b>41,373</b>	<b>8,655</b>	<b>50,028</b>	<b>(3,370)</b>
Net gains/(losses) on investments	10	13,104	138	13,242	(918)
<b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>54,477</b>	<b>8,793</b>	<b>63,270</b>	<b>(4,288)</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>54,477</b>	<b>8,793</b>	<b>63,270</b>	<b>(4,288)</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		1,004,373	87,610	1,091,983	1,096,271
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>1,058,850</b>	<b>96,403</b>	<b>1,155,253</b>	<b>1,091,983</b>


The notes on pages 15 to 26 form part of these financial statements.

**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**BALANCE SHEET  
AS AT 31 DECEMBER 2019**

	Note	£	2019 £	£	2018 £
<b>FIXED ASSETS</b>					
Tangible assets	9		628,155		629,373
Investments	10		86,587		73,345
			<u>714,742</u>		<u>702,718</u>
<b>CURRENT ASSETS</b>					
Debtors	11	6,551		10,807	
Cash at bank and in hand		462,235		414,689	
		<u>468,786</u>		<u>425,496</u>	
<b>CREDITORS:</b> amounts falling due within one year	12	(28,275)		(36,231)	
<b>NET CURRENT ASSETS</b>			<u>440,511</u>		<u>389,265</u>
<b>NET ASSETS</b>			<u><u>1,155,253</u></u>		<u><u>1,091,983</u></u>
<b>CHARITY FUNDS</b>					
Restricted funds	13		96,403		87,610
Unrestricted funds	13		1,058,850		1,004,373
<b>TOTAL FUNDS</b>			<u><u>1,155,253</u></u>		<u><u>1,091,983</u></u>

The financial statements were approved by the members and signed on their behalf by:

  
Joanna James

The notes on pages 15 to 26 form part of these financial statements.

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## PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

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#### 1. ACCOUNTING POLICIES

##### 1.1 Basis of preparation of financial statements

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

Parochial Church Council of St Paul's Mill Hill constitutes a public benefit entity as defined by FRS 102.

The financial statements include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.



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## PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

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#### 1. ACCOUNTING POLICIES (continued)

##### 1.2 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Members' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

##### 1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

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## PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

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#### 1. ACCOUNTING POLICIES (continued)

##### 1.4 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

Consecrated and beneficed property is excluded from the financial statements by virtue of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens 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 financial statements.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	25% straight line
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The freehold property relates to the Church Hall and Curate's House, which are held on behalf of the PCC for its own purposes, although at present the Curate's House is rented on a temporary basis, and are valued as at 31 December 2000. No depreciation is charged against such properties because the PCC has reviewed the current value of these properties and concluded that their residual value is not materially different from the carrying amount of the asset. However, any expenditure on maintenance is written off as incurred.

##### 1.5 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities.

##### 1.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

##### 1.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

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## PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

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#### 1. ACCOUNTING POLICIES (continued)

##### 1.8 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### 1.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

##### 1.10 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

##### 1.11 Pensions

The charity operates a defined benefits pension scheme and the pension charge is based on a full actuarial valuation dated 31 December 2013.

The charity operates a defined benefits pension scheme. The scheme is a multi-employer scheme where it is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to individual participating employers. Therefore, as required by FRS17 'Retirement benefits', the charity accounts for this scheme as if it was a defined contribution scheme. The amount charged to the Statement of Financial Activities represents contributions payable to the scheme in respect of the accounting period.

##### 1.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Members in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**2. INCOME FROM DONATIONS AND LEGACIES**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Planned giving	134,671	-	134,671	111,077
Collections	5,349	-	5,349	5,695
Gift days	6,245	-	6,245	4,230
Donations and appeals	1,268	10,000	11,268	10,808
Legacies	-	-	-	5,000
	<u>147,533</u>	<u>10,000</u>	<u>157,533</u>	<u>136,810</u>
Total donations and legacies				
	<u>147,533</u>	<u>10,000</u>	<u>157,533</u>	
Total 2018	126,810	10,000	136,810	
	<u>126,810</u>	<u>10,000</u>	<u>136,810</u>	

**3. INCOME FROM CHURCH ACTIVITIES**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Fees for weddings and funerals	1,617	-	1,617	3,502
Church hall lettings	28,073	-	28,073	39,176
Magazine income	518	-	518	875
Wilberforce centre income	5,605	-	5,605	2,194
	<u>35,813</u>	<u>-</u>	<u>35,813</u>	<u>45,747</u>
	<u>35,813</u>	<u>-</u>	<u>35,813</u>	
Total 2018	45,747	-	45,747	
	<u>45,747</u>	<u>-</u>	<u>45,747</u>	

**4. FUNDRAISING INCOME**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Fundraising	136	-	136	1,330
	<u>136</u>	<u>-</u>	<u>136</u>	<u>1,330</u>
	<u>136</u>	<u>-</u>	<u>136</u>	
Total 2018	1,330	-	1,330	
	<u>1,330</u>	<u>-</u>	<u>1,330</u>	

**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**5. INVESTMENT INCOME**

	<b>Unrestricted funds 2019 £</b>	<b>Restricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Rent - temporary let on curates house	<b>18,016</b>	-	<b>18,016</b>	17,754
Bank and CBF deposit fund interest	<b>3,762</b>	-	<b>3,762</b>	2,765
	<b>21,778</b>	-	<b>21,778</b>	20,519
Total 2018	20,519	-	20,519	

**6. DIRECT COSTS**

	<b>Church activities £</b>	<b>Total 2019 £</b>	<b>Total 2018 £</b>
Missionary and charitable giving	<b>10,763</b>	<b>10,763</b>	12,335
Youth fund	-	-	156
Church running and maintenance	<b>41,398</b>	<b>41,398</b>	58,746
Diocesan parish share	<b>71,000</b>	<b>71,000</b>	71,000
Other ministry costs	<b>7,641</b>	<b>7,641</b>	16,520
Church hall running costs	<b>18,112</b>	<b>18,112</b>	16,345
Church hall repairs and maintenance	<b>3,628</b>	<b>3,628</b>	21,058
Wages and salaries	<b>15,883</b>	<b>15,883</b>	12,376
Pension cost	<b>517</b>	<b>517</b>	493
Depreciation	<b>1,218</b>	<b>1,218</b>	-
	<b>170,160</b>	<b>170,160</b>	209,029
Total 2018	209,029	209,029	

**7. NET INCOME/(EXPENDITURE)**

This is stated after charging:

	<b>2019 £</b>	<b>2018 £</b>
Depreciation of tangible fixed assets: - owned by the charity	<b>1,218</b>	-

During the year, no Members received any remuneration (2018 - £NIL).

During the year, no Members received any benefits in kind (2018 - £NIL).

During the year, no Members received any reimbursement of expenses (2018 - £NIL).

**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**8. STAFF COSTS**

Staff costs were as follows:

	2019 £	2018 £
Wages and salaries	15,883	12,376
Other pension costs	517	493
	<u>16,400</u>	<u>12,869</u>

The average number of persons employed by the charity during the year was as follows:

	2019 No.	2018 No.
Administration	1	1

No employee received remuneration amounting to more than £60,000 in either year.

**9. TANGIBLE FIXED ASSETS**

	Freehold property £	Office equipment £	Total £
<b>Cost</b>			
At 1 January 2019 and 31 December 2019	<u>624,500</u>	<u>4,873</u>	<u>629,373</u>
<b>Depreciation</b>			
At 1 January 2019	-	-	-
Charge for the year	<u>-</u>	<u>1,218</u>	<u>1,218</u>
At 31 December 2019	<u>-</u>	<u>1,218</u>	<u>1,218</u>
<b>Net book value</b>			
At 31 December 2019	<u>624,500</u>	<u>3,655</u>	<u>628,155</u>
At 31 December 2018	<u>624,500</u>	<u>4,873</u>	<u>629,373</u>

The gross book values of the freehold land and buildings are based on the deemed cost under FRS15 transitional provisions, under which the properties valuation as at 31 December 2000 has not been updated.

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PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019

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10. FIXED ASSET INVESTMENTS

	Listed securities £
<b>Market value</b>	
At 1 January 2019	73,345
Revaluations	13,242
	<hr/>
At 31 December 2019	86,587
	<hr/>

**Investments at market value comprise:**

	2019 £	2018 £
CBF and Coif investments	86,587	73,345
	<hr/>	<hr/>

The holdings of investments at the year end were as follows:

Central Board of Finance of the Church of England Investment and Fixed Interest Units had a market value of £63,868 (2018 - £54,671).

Coif Charities Investment Fund accumulation shares had a market value of £22,719 (2018 - £18,674).

11. DEBTORS

	2019 £	2018 £
Trade debtors	6,551	10,807
	<hr/>	<hr/>

12. CREDITORS: Amounts falling due within one year

	2019 £	2018 £
Other creditors	28,275	36,231
	<hr/>	<hr/>

**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**13. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 January 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>					
General Funds	1,004,373	210,458	(169,085)	13,104	1,058,850
<b>Restricted funds</b>					
Churchyard	48,040	10,000	(1,345)	138	56,833
Youth	10,555	-	-	-	10,555
Middlesex Regiment	15,000	-	-	-	15,000
Other restricted funds	14,015	-	-	-	14,015
	87,610	10,000	(1,345)	138	96,403
<b>Total of funds</b>	<b>1,091,983</b>	<b>220,458</b>	<b>(170,430)</b>	<b>13,242</b>	<b>1,155,253</b>

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 January 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2018 £
General Funds	1,009,042	199,449	(203,200)	(918)	1,004,373
<b>Restricted funds</b>					
Churchyard	47,659	10,000	(9,619)	-	48,040
Youth	10,555	-	-	-	10,555
Middlesex Regiment	15,000	-	-	-	15,000
Other restricted funds	14,015	-	-	-	14,015
	87,229	10,000	(9,619)	-	87,610

In addition to the general fund, there are designated funds for church/hall repairs and staffing purposes. Smaller designated funds exist for churchyard maintenance, the upkeep of our curate's house in Shakespeare Road, fundraising and the choir.

The restricted funds relate to donations and legacies received, and funds raised, for specific purposes including maintaining and improving the Churchyard, Youth activities and the upkeep of the Middlesex Regiment war memorial and memorabilia.



**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**SUMMARY OF FUNDS - CURRENT YEAR**

	Balance at 1 January 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2019 £
General funds	1,004,373	210,458	(169,085)	13,104	1,058,850
Restricted funds	87,610	10,000	(1,345)	138	96,403
	<u>1,091,983</u>	<u>220,458</u>	<u>(170,430)</u>	<u>13,242</u>	<u>1,155,253</u>

**SUMMARY OF FUNDS - PRIOR YEAR**

	Balance at 1 January 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2018 £
General funds	1,009,042	199,449	(203,200)	(918)	1,004,373
Restricted funds	87,229	10,000	(9,619)	-	87,610
	<u>1,096,271</u>	<u>209,449</u>	<u>(212,819)</u>	<u>(918)</u>	<u>1,091,983</u>

**14. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	628,155	-	628,155
Fixed asset investments	86,587	-	86,587
Current assets	372,383	96,403	468,786
Creditors due within one year	(28,275)	-	(28,275)
	<u>1,058,850</u>	<u>96,403</u>	<u>1,155,253</u>

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**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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**14. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	629,373	-	629,373
Fixed asset investments	73,345	-	73,345
Current assets	337,886	87,610	425,496
Creditors due within one year	(36,231)	-	(36,231)
	<u>1,004,373</u>	<u>87,610</u>	<u>1,091,983</u>

**15. PENSION COMMITMENTS**

St Paul's Church PCC (Mill Hill) (PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

**Pension Builder Scheme**

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2019: £517, 2018: £493).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing

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**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S MILL HILL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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**15. PENSION COMMITMENTS (continued)**

assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Paul's Church PCC (Mill Hill) (PB 2014) could become responsible for paying a share of that employer's pension liabilities.

**Budget 2020**

	Actual 2018	Actual 2019	Budget 2020
<b>Income</b>			
Stewardship(inc Tax recoverable)	£ 111,077.00	£ 134,672.00	£ 118,500.00
Open Collection	£ 5,695.00	£ 5,349.00	£ 5,000.00
Gift Sunday/Donations	£ 5,038.00	£ 7,512.00	£ 6,500.00
Magazine	£ 875.00	£ 518.00	
Church Hall Rents	£ 39,176.00	£ 28,073.00	£ 11,500.00
Shakespeare Road - Rent	£ 17,754.00	£ 18,016.00	£ 17,000.00
PCC Fees	£ 3,502.00	£ 1,617.00	£ 1,500.00
Wilberforce Centre	£ 2,194.00	£ 5,605.00	£ 5,500.00
TOTAL INCOME	£ 185,311.00	£ 201,362.00	£ 165,500.00
<b>Expenditure</b>			
Mission and Outreach	£ 12,335.00	£ 11,250.00	£ 10,000.00
Ministry	£ 10,093.00	£ 6,900.00	£ 7,500.00
Church Hall Operating Cost	£ 21,815.00	£ 18,112.00	£ 18,500.00
Church Operating Cost	£ 37,942.00	£ 27,409.00	£ 30,000.00
Salary of Administator		£ 12,058.00	£ 12,308.00
Administration	£ 18,230.00	£ 4,907.00	£ 5,100.00
Curate's House	£ 212.00	£ 3,628.00	£ 2,500.00
Common Fund	£ 71,000.00	£ 71,000.00	£ 72,500.00
Youth Work	£ 12,000.00	£ 8,000.00	
Music		£ 690.00	£ 800.00
Curate			£ 14,400.00
TOTAL SPENDING	£ 183,627.00	£ 163,954.00	£ 173,608.00

# **REPORT ON FABRICS, GOODS AND ORNAMENTS OF ST PAUL'S CHURCH, CHURCHYARD AND CHURCH HALL**

## **JANUARY to DECEMBER 2019**

### **FABRIC**

- Regular servicing of organ, lift, fire alarm, fire equipment, emergency lighting, pumps, boiler
- Church front door glass replaced
- TWC fire alarm protective glass replaced
- Organ pedal board repaired
- Church roof repaired, Vestry roof recoated and downpipe extended
- Annual PAT testing completed
- Health and Safety policy updated
- Quinquennial priority interior works completed; next focus is on exterior works (e.g. benches)
- Triennial inspection completed

### **GOODS AND ORNAMENTS**

- Wall mountings are in good condition
- Registers checked
- Church choir robes in good order. All the linen is in good order
- The plate is in good condition

### **WILBERFORCE CENTRE**

- Floors regularly cleaned and treated
- Chapel, meeting area and exhibition maintained
- Chapel window lock adjusted to improve ventilation
- Ongoing maintenance and repairs

### **CHURCHYARD**

- Churchyard has been well maintained
- Commonwealth War Graves signage fitted

### **CHURCH HALL**

- Heating system serviced
- Repaired and serviced combi- boiler in big kitchen
- Floors regularly cleaned and treated
- Two Maintenance Days
- Shed roof re-felted
- Annual PAT testing completed
- Fire equipment and emergency lighting annual checks completed
- Repair and refurbishment of items carried out

### **PARISH OFFICE**

- Photocopier serviced

### **VICARAGE**

- PCC contribution towards redecoration costs (remaining paintwork)

### **SHAKESPEARE ROAD**

- Tenants have a new agreement
- Ongoing maintenance undertaken in line with requirements of lease
- Damaged fences repaired
- Damaged ceiling and wall area repaired and repainted
- Radiators and heating system repaired

### **MIDDLESEX REGIMENT WAR MEMORIAL**

- No Maintenance necessary