

ST MICHAEL & ALL ANGELS, STONEBRIDGE

Notes from the Election of Churchwardens and the Annual Parochial Church Meeting

held on **Sunday 22nd May 2022**
At 11:30am in church and via Zoom

REPORT

Present (for both meetings)		
S J Liebert, Vicar and Chair	Isobel Crawford	Michelle Gray
Agatha Hallal	Justina Evoeme	
Ngozi Enumah	Christina Onwuamaegbu	
Iva Purcell	Bobby Henry	
Helen Burgess	Revd Roy Smith (non-voting)	

	Agenda Items	Details	Decisions and actions
1	Opening Prayer	The meeting opened with prayer led by ?? at 11:30.	
	Elections of Churchwardens	Two people were nominated as churchwardens and were duly elected: Justina Evoeme and Agatha Hallal. Both have served as churchwardens before. The Meeting to Elect Churchwardens was then adjourned.	Justina and Agatha expressed their intention to help others to volunteer about the church and in due course to train up members as assistant churchwardens and then full churchwardens.
2	The Annual	The meeting opened at 11:33.	

	Parochial Church Meeting		
2.1	Election of PCC Members	<p>The Deanery Synod members, who are also members of the PCC, have another year to serve before elections throughout the Deanery in 2023 and all agreed to continue in post. (Michelle Gray, Agatha Hallal and Justina Evoeme are thus PCC members.)</p> <p>There were ?? nominations for PCC Members, all people who have served on the PCC in 2021-22 and in some cases many years before. Helen Burgess, Isobel Crawford, Christina Onwuamaegbu, Gloria Peterson, and Iva Purcell were duly elected.</p>	.
	Electoral Roll Report	<p>Five reports need to be presented at every APCM and the first is the size and composition of the Electoral Roll. Helen Burgess as Electoral Roll officer informed us that there were 78 members. 3 new people have joined, 5 have departed, and we have also deleted a number of children incorrectly included and a number of people who have moved away or are not in contact with us since COVID-19.</p>	<p>SJL said that many people on the former roll were no known to anyone in church, including those who pray through the whole list at Morning Prayer, and so we have gradually removed those we cannot contact. When the roll was revised in 2019, SJL was new in post and did not necessarily know that some names were of children considerably younger than 16.</p> <p>IC remarked that</p>

			people are not removed from the roll unless we know that they have left our church or they are not attending and we have no way of contacting them.
	PCC and parish activities	<p>A report was prepared with collaboration from the PCC detailing our discussions and also the main activities and events in the church from May 2021 to May 2022.</p> <p>We noted the increase in services, prayer groups as well as activities for social contact and outreach, and also expressed a wish for more volunteers to enable us to continue to expand. The increased numbers attending were noted e.g. congregations of around 30-35 at church and a dozen dialling in at 1:30, and a total of 70 for Easter Sunday.</p>	<p>JE thanked those who attend Saturday Bible Study and Wednesday Prayer Fellowship for interesting discussions and supportive and prayerful fellowship.</p> <p>We agreed to suggest volunteering to those we know well within the church as well as encouraging friends to attend.</p>
	Finances	<p>AH presented a summary report of the cash flow during the financial year 1st January 2021 to 31st December 2021.</p> <p>SJL provided supplementary information on the report, the accounts as presented by our Independent Examiner, and other financial matters.</p> <p>SJL also covered the financial aspects of our Heating Project. There is an apparent large deficit in the restricted fund for this project as at the</p>	<p>AH discussed lower stewardship and cash collection giving this year. A guest speaker to preach on stewardship e.g. from Diocesan Finance, was suggested, also having small cards for those on the stewardship schemes to place in the collection basket if they wished to symbolise their giving elsewhere.</p>

		<p>end of 2021. This is because grants promised by NCIL had not been paid. The work already done had been paid for by sourcing interest-free loans from private individuals, which do not appear as income on our balance sheet. It was necessary to have this work done urgently as it included the removal of asbestos unexpectedly found in the cellar, and then the installation of the boilers to enable us to have any mains heat at all for the winter of 2021-2022. In March 2022 NCIL paid the first tranche of funding.</p> <p>We also voted to approve Mr Kevin Ogilvie as our Independent Examiner for one more year, with the motion, "This meeting thanks Mr Kevin Ogilvie for his help in preparation of our accounts for the years 2018 to 2021 and agrees to appoint him to continue as our Independent Examiner for 2022". Proposed by: IC; Seconded by: MG.</p>	<p>These ideas will be discussed further at PCC.</p> <p>IP asked if our cash on deposit could be invested elsewhere for greater income and we decided that there was no extra besides the amount we needed to keep in accessible cash accounts to invest elsewhere, nor were we ready to consider investments requiring greater risk at this point.</p> <p>SJL explained the circumstances of her funding church work on an emergency basis. We agreed to consider changing banks at an appropriate time due to failures on their part over recent years.</p> <p>Nomination of Mr Ogilvie:</p> <p>In favour: AH, JE, CO, NE, IP, HB, IC, MG,</p> <p>Abstention: BH</p>
	Fabric report	This is usually prepared by churchwardens. During the period July 2021 to May 2022	

		<p>the entire PCC had the legal responsibilities of a churchwarden, and SJL prepared this report with help.</p> <p>This past year our main workload was the Heating Project, and we now have two fully working custom-built boilers in the cellar, the heat exchanger, programmer and pipework necessary to connect them to the ground floor. One circuit of new radiators and pipework is functioning at the west end of the church to provide background heating and dry out the church.</p> <p>It proved impossible to repair any of the historic pipework in the nave so we shall be finding a way to replace that during the summer of 2022.</p> <p>Our unplanned and unbudgeted maintenance bill this year has dropped to £9K from £20Kpa for the last two years. This indicates we are catching up with historic problems and neglect.</p> <p>We also replaced the boiler in the large hall and improved parts of the halls, corridor and lavatories.</p>	
	Deanery Synod	<p>There were three meetings of Deanery Synod this year and Michelle Gray gave us an account of helpful and interesting speakers at two in-church meetings that she</p>	

		attended.	
1 2	Closing prayer	SJL closed the meeting in prayer. The meeting was adjourned at 12:33.	

**St Michael & All Angels
Stonebridge**

End of Year Financial Statements

Year ending 31st December 2021

Independent Examiner's Report to the Trustees of St Michael & All Angles Stonebridge

I report on the accounts of the church for the year ended 31st December 2021 which are set in pages of the Annual Report.

Respective Responsibilities of Trustees and Examiner

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

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and

consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

In connection with my examination, no matter has 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 section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.

Kevin Ogilvie
Charity Bookkeeping and Examination Services
2022
13 Evelyns Close,
Hillingdon,
Middlesex,
UB8 3LR

12th May

Statement of Financial Activities

year	Unrestricted	Designated	Restricted	Endowment	Total	Prior
funds	funds	funds	funds	funds	funds	total
Incoming resources						
Incoming resources from generated funds	1,125	—	—	—	1,125	2,957
Voluntary income	44,724	—	40,100	—	84,824	52,774
Investment income	582	—	—	—	582	569
Other incoming resources	10,328	—	—	—	10,328	853
Total income	56,759	—	40,100	—	96,859	57,153
Resources used						
Cost of generating funds						
Cost of generating voluntary income	471	—	—	—	471	—
Investment management costs	175	—	—	—	175	201
Charitable activities	48,594	—	—	—	48,594	62,722
Other resources used	—	—	119,421	—	119,421	—
Total expenditure	49,240	—	119,421	—	168,661	62,923
Net income / (expenditure) resources before transfer	7,519	—	(79,321)	—	(71,802)	(5,770)
Transfers						
Gross transfers between funds - in	—	—	—	—	—	18,354
Gross transfers between funds - out	—	—	—	—	—	(18,354)
Other recognised gains / losses						
Net movement in funds	7,519	—	(79,321)	—	(71,802)	(5,770)
Total funds brought forward	483	5,662	3,301	—	9,446	15,216
Total funds carried forward	8,002	5,662	(76,021)	—	(62,356)	9,446

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	
Last year						
Current assets - Cash at bank and in hand						
Lloyds TSB current account -	7,841	(1,702)	(4,983)	—	1,156	2,765
Church deposit account -	7	7,097	—	—	7,104	7,104
Hall deposit account -	154	267	—	—	421	421
Totals	8,002	5,662	(4,983)	—	8,682	10,291
Liabilities - Agency accounts						
Agency collections -	—	—	2,038	—	2,038	845
Totals	—	—	2,038	—	2,038	845
Liabilities - Creditors: Amounts falling due after more than one year						
Loans Received -	—	—	69,000	—	69,000	—
Totals	—	—	69,000	—	69,000	—
Grand total	8,002	5,662	(76,021)	—	(62,356)	9,446

Fund movement by type

		Opening Closing	Incoming	Outgoing	Transfers	Gains/losses	
Children - Children and Young P							
Designated		61	—	—	—	—	61
Sub-total for Children		61	—	—	—	—	61
Di - Drop in							
Designated		30	—	—	—	—	30
Sub-total for Di		30	—	—	—	—	30
Disabled - Disabled Access							
Restricted		3,464	—	—	—	—	3,464
Sub-total for Disabled		3,464	—	—	—	—	3,464
HtF - Heating Fund							
Designated		500	—	—	—	—	500
Restricted		100	40,100	119,421	—	—	(79,221)
Sub-total for HtF		600	40,100	119,421	—	—	(78,721)
Roof - Roof fund							
Designated		3,597	—	—	—	—	3,597
Sub-total for Roof		3,597	—	—	—	—	3,597
Ventures - Ventures							
Restricted		(263)	—	—	—	—	(263)
Sub-total for Ventures		(263)	—	—	—	—	(263)
Vic - Vicarage							
Designated		1,474	—	—	—	—	1,474
Sub-total for Vic		1,474	—	—	—	—	1,474
General - General fund							
Unrestricted		483	56,759	49,240	—	—	8,002
Sub-total for General		483	56,759	49,240	—	—	8,002
Grand total		9,446	96,859	168,661	—	—	(62,356)

Analysis of income and expenditure

	Unrestricted	Designated		Total
	Endowment	This year	Last year	Restricted

INCOME AND ENDOWMENTS

Incoming resources from generated funds

Fees	1,125	—	—	—	1,125	2,957
Total	1,125	—	—	—	1,125	2,957

Incoming resources from generated funds - Voluntary income

Stewardship	14,682	—	—	—	14,682	18,162
Gift Aid/GASDS Recovered	—	—	—	—	—	7,297
General collections	1,146	—	—	—	1,146	1,436
Nursery Rent	20,000	—	—	—	20,000	22,445
Hall Rents	3,818	—	—	—	3,818	2,874
Discretionary Fund	560	—	—	—	560	—
Grants	—	—	40,100	—	40,100	560
Nursery utility contribution	4,519	—	—	—	4,519	—
Total	44,724	—	40,100	—	84,824	52,774

Incoming resources from generated funds - Investment income

CBF deposit fund interest	582	—	—	—	582	569
Total	582	—	—	—	582	569

Other incoming resources

Refunds	10,328	—	—	—	10,328	853
Total	10,328	—	—	—	10,328	853
INCOME TOTAL	56,759	—	40,100	—	96,859	57,153

EXPENDITURE

Cost of generating funds - Cost of generating voluntary income

Water bills	471	—	—	—	471	—
Total	471	—	—	—	471	—

Cost of generating funds - Investment management costs

Bank Charges	175	—	—	—	175	201
Total	175	—	—	—	175	201

Charitable activities

Common Fund	18,000	—	—	—	18,000	11,934
Clergy Expenses	232	—	—	—	232	—
Sacristy/Worship	876	—	—	—	876	317
Music	350	—	—	—	350	—
Telephone	1,404	—	—	—	1,404	404
Mission & Outreach	431	—	—	—	431	104
Mission Giving	216	—	—	—	216	180
General Maintenance	8,792	—	—	—	8,792	18,751
Vicarage Expenses	—	—	—	—	—	143
Children and Sunday School	—	—	—	—	—	8
Payments for courses	24	—	—	—	24	300
Office/Admin	3,387	—	—	—	3,387	4,977
Additional	528	—	—	—	528	500
Insurance	8,134	—	—	—	8,134	8,498
Daniels Den	720	—	—	—	720	720
Loan repayment	400	—	—	—	400	620
Verger	—	—	—	—	—	1,242
Electricity	1,539	—	—	—	1,539	6,479
Gas	3,562	—	—	—	3,562	7,546
Total	48,594	—	—	—	48,594	62,722

Other resources used

Heating Fund Expenditure	—	—	119,421	—	119,421	—
Total	—	—	119,421	—	119,421	—
EXPENDITURE TOTAL	49,240	—	119,421	—	168,661	62,923
GRAND TOTAL	7,519	—	(79,321)	—	(71,802)	(5,770)