

THE PARISH OF ST HELEN BISHOPSGATE WITH ST ANDREW UNDERSHAFT AND ST  
ETHELBURGA BISHOPSGATE AND ST MARTIN OUTWICH AND ST MARY AXE

## **Report and Financial Statements**

**of the Parochial Church Council**

For the year ending 31 December 2016

**Charity Registration Number 1131501**

# PCC Annual Report

for the year ended 31 December 2016

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### Officers

Rector	The Reverend W T Taylor	
Associate Rector	The Reverend C Skrine	
Curates	The Reverend J Child The Reverend C Fishlock The Reverend Dr A Glyn The Reverend M Mantle The Reverend Dr A Sach	(Until 25 January 2017)  (From 1 January 2016)
Church Wardens	Mr J D B Anderson Mr R G A Anderson Mr S M Johnson Mr A Ross Mr P Simpkin Mr R P Tett	(Until 30 November 2016)
Secretary	Mr A Wales	
Treasurer	Mr J D B Anderson	

**Address** St Helen's Church Office, Great St Helen's, London EC3A 6AT

**Church Manager** Mr B O'Donoghue

**Auditors** Griffin Stone Moscrop & Co, 21-27 Lamb's Conduit Street, London WC1N 3GS

**Bankers** National Westminster Bank Plc, 49 Bishopsgate, London, EC2N 3AS

The Parochial Church Council is a corporate body established by and operating under the Parochial Church Councils (Powers) Measure 1956.

The PCC is registered with the Charity Commission as 'The Parochial Church Council of the ecclesiastical parish of St Helen, Bishopsgate' with registration no. 1131501.

## PCC Annual Report

for the year ended 31 December 2016

Since 1 January 2016 to the date of approval of this report, the PCC members, who act as trustees of the registered charity, comprised:

Rev W Taylor	Chairman and Rector	
Rev J Child		
Rev C Fishlock		(Until 25 January 2017)
Rev Dr A Glyn		
Rev M Mantle		(From 1 January 2016)
Rev Dr A Sach		
Rev C Skrine		
Mr J Anderson	Vice Chairman and Warden	
Mr R Anderson	Warden	
Mr S Johnson	Warden	(Until 30 November 2016)
Mr A Ross	Warden	
Mr P Simpkin	Warden	
Mr R Tett	Warden	
Mr R Andrews		
Mr M Brandmeier		
Ms N Breckwoldt		
Miss D Buggs		
Mr C Campbell		
Mr J Carr		
Mr S Congdon		
Mr E Crossley		
Mrs S Finch		
Mr S Griffiths		
Dr G Haire		
Mr S Harbage		(From 25 April 2016)
Mr A Henderson		
Mr J Houghton		
Mr E Keene		
Mrs O King		
Mr M Maer		
Miss K Malcolm		
Miss O Momoh		(From 25 April 2016)
Mr S McGowan		
Mr P Nelson		(Until 25 April 2016)
Mr J Pulman		(From 25 April 2016)
Miss V Robinson		(Until 25 April 2016)
Mrs B Sexton		(From 25 April 2016)
Mr G Silk		(From 25 April 2016)
Mr S Sinclair		
Mrs J Sondhi		
Mr L Swatman		
Mr P Swift		
Dr Y-C Teh		
Mr M Thorpe		(From 25 April 2016)
Miss S Too		
Miss H Tyler		(From 25 April 2016)
Mr A Wales	Secretary	
Mr J Walsh		
Mr T Webster		
Mr B Wong		

In addition, Miss E Davison (from 25 April 2016) was Electoral Roll Officer and Mr P Desmond was Bookstall Manager.

## **PCC Annual Report**

for the year ended 31 December 2016

### **Strategic Report**

#### **Objectives and activities**

The primary objective of all PCCs is the promotion of the Gospel of our Lord Jesus Christ for the benefit of the public.

Our church has as its stated objective to bring glory to God by knowing Him and making Him known as we proclaim Jesus Christ. The church, as in previous years, pursues this objective under three headings, namely "Reach out, Build up and Send out" – reaching out with the Gospel of Christ to those who would not call themselves Christian; building up believers to maturity in Christ; and sending people out from the congregation to serve Christ both in the UK and overseas.

The PCC is required to report on the criteria or measures used to assess success. The Bible teaches us to proclaim the Gospel of our Lord Jesus Christ faithfully, clearly and unashamedly but leave the results to God (e.g. Mark 4). Therefore, although any gospel growth is a great encouragement, the success in achieving the church's aims and objectives is not measured by the number of attendees or by growth in numbers. Rather, the aim of the ministry activities of the church is to seek to provide people with opportunities to hear the Gospel and to respond in repentance and faith. The PCC assesses success in terms of whether this is being undertaken in obedient faithfulness.

The PCC seeks to assist, support, encourage, and provide resources for the Rector and staff in promoting the work of reaching out with the Gospel, equipping the church family to do so, building up Christians, and sending out full-time workers into gospel ministry.

The PCC has considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. The activities of the church in the pursuit of its aim include Sunday services, *Christianity Explored*, Tuesday and Thursday lunchtime meetings, gospel work at other locations within the City and beyond, Read Mark Learn, Central Focus, the Partnership, the youth work and Sunday School, other small groups, the Associate Scheme, church planting, Mission Partner support, prison ministry, ministry on local housing estates, and a stay-and-play mums and toddlers group for people in the local community with young children. All the activities of the church are regularly monitored and reviewed by the PCC against the yardstick of the church's aim and objective. The achievements in 2016 are set out under the heading 'Review of achievements and performance in 2016' below. The activities provide benefit not only to those who are regular attendees of the various church services, meetings and events, but also to those who work and live in the parish area as well as the other communities in which we serve.

The activities of the PCC are pursued not just by members of the church staff. The church is heavily dependent for its activities upon the service of the church family – and rightly so. It is of the essence of gospel partnership that the work of the church be pursued by the whole congregation of believers and that the leaders of the church should seek to equip all members of the church family to play their part.

It is the aim and intention of the PCC that the entirety of its financial resources be carefully devoted to the pursuit of the church's stated objective.

### **Financial review**

The financial review set out on pages 6-8 forms part of this PCC Report.

### **Structure, governance and management**

The PCC is a body corporate established by and operating under the Parochial Church Councils (Powers) Measure 1956. It is a charity registered with the Charity Commission under registration no. 1131501. The appointment of PCC members is governed by the Church Representation Rules (2011). The church is part of the Diocese of London of the Church of England and implements national Church of England policies as required by the Diocese of London.

There were 47 members of the PCC in 2016, elected, ex officio and co-opted, drawn from the midweek and Sunday congregations. There were 15 elected members. The balance comprised the clergy and members who, as churchwardens or members of the General, Diocesan or Deanery Synods, are ex officio members. Two members of the church staff regularly attend meetings by invitation. In addition to the

## **PCC Annual Report**

**for the year ended 31 December 2016**

statutory standing committee, the PCC has a finance committee, a buildings committee, a Digital and IT Committee, an international committee, a safeguarding committee, and a UK Mission Committee.

- The finance committee's purpose is to assist the Treasurer in overseeing the financial affairs of the church and to bring to the PCC an annual budget, regular updates on income and expenditure, and any issues which require resolution, together with recommendations on possible courses of action.
- The buildings committee's purpose is to assist the PCC and Facilities Manager in overseeing the maintenance and care of the church buildings and to bring issues, which need resolution, to the attention of the PCC, together with recommendations of possible courses of action.
- The international committee aims to support our Mission Partners, materially and through prayer, and recommends potential Mission Partners and levels of financial support for approval by the PCC.
- The digital and IT committee's purpose is to support our Digital Ministry team through advice and guidance. It brings to the PCC regular reports and updates on the ministry, as well as reviewing and helping to develop strategies.
- The safeguarding committee is a source of advice and guidance on safeguarding issues. It advises the PCC on any matters relating to safeguarding, makes recommendations for changes in policy and procedure, and holds Ministry Area Leaders accountable for policy implementation.
- The UK mission committee's purpose is to assist the PCC in its support of partner churches/ministries and to co-ordinate its practical outworking.

In terms of PCC membership, the aim is to recruit a cross-section of individuals with involvement in a variety of the areas of the church's ministry activities. Most of those recruited are already involved in leadership in an area of the church's mission and ministry; some are chosen for their specific professional skills and experience which are perceived as useful for the proper functioning of the PCC. New PCC members are directed to the trustee responsibilities resources and training available on the Charity Commission and Diocese of London websites. Training in matters such as health and safety, food safety, and safeguarding is undertaken by members of the church staff with particular responsibility for the matter in question.

The Diocese of London agrees stipend levels for all Church of England clergy in London, which the PCC accepts for its clergy. The PCC agrees the salary structure and policies for its employees. The Treasurer, with input from the finance committee, reviews and determines the individual annual salaries for all employees including the Church Manager in accordance with the structure and policies set by the PCC and in accordance with the annual budget.

The Rector provides spiritual leadership for St Helen's church with the support of the other clergy. The PCC delegates day-to-day administrative management to the Church Manager, subject to written restrictions applicable to his expenditure authority.

### **Risk management**

In 2015 the PCC undertook a comprehensive review and update of its risk register and risk mitigation framework. This was accordingly updated in 2016. While this cannot provide absolute assurance, the steps taken should enable the PCC and the church to achieve its objectives. Risk is also considered regularly as part of the decision-making process.

The principal risks facing the on-going ministry of the church have been identified as:

- Unfaithful teaching from the pulpit or in small groups
- Significant damage to any of the buildings
- Safeguarding
- Reputational damage caused by failure to comply with employment, financial or health and safety regulations
- Financial stability

These risks are managed by, respectively:

## **PCC Annual Report**

**for the year ended 31 December 2016**

- PCC members being part of congregations and small groups. Small group leaders receive extensive training and senior staff provide feedback on sermons.
- Insurance policies being in force to cover damage to buildings and any consequential loss incurred by relocating ministry activities during repairs.
- Written Safeguarding policy and procedures including the requirement for anyone coming into contact with children to undergo a Disclosure and Barring Service disclosure prior to serving with children. The PCC has a duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' "guidance on safeguarding children and vulnerable adults". The PCC has complied with this duty.
- Public liability, employer liability and trustee indemnity insurance cover. Written financial procedures and controls and written health and safety procedures.
- The Finance Committee regularly reviewing the church's current and projected financial position.

### **Statement of PCC members' responsibilities**

A statement of the responsibilities of members of the PCC is set out on page 8 and forms part of this PCC Report.

### **Review of achievements and performance in 2016 and plans for the future**

A review of achievements and performance in 2016 and plans for the future is set out on pages 6-7.



Andrew Wales  
Secretary

13.4.2017

## 2016 Accounts – Financial Review

for the year ended 31 December 2016

### Summary of main achievements

- An encouraging year for ministry, but a challenging one for church finances with an overall church deficit £301,288.
- The PCC budgeted to use reserves to meet a planned deficit because of extra expenditure on essential repairs to the church building. The deficit for the year was larger than anticipated, due to an unexpected fall in income.
- Part of the drop in giving was caused by givers moving to new church plants, but changing personal circumstances for some long-term core givers also contributed to a drop in the total level of church family giving.
- Recent church plants required less financial assistance than in previous years.
- We continued to support our mission partners and also gave church growth grants to 3 smaller UK churches.

In 2016 St Helen's saw some challenging financial circumstances. After balancing the church's income and costs in 2014 and 2015, the church council approved a budgeted deficit for 2016, hoping that increased giving might cover the projected deficit. Much of the increased cost came from staffing a church plant in Stratford as well as necessary building repairs following a quinquennial inspection. The Finance Committee determined that the church's reserves were sufficient to cover the deficit for 2016.

In God's kindness, ministry at St Helen's continued to bear fruit with continued growth in the Bible study groups for workers, students and internationals. Work at St Nicholas Cole Abbey also became fully independent, launching a Sunday morning ministry to complement the mid-week ministry. The Stratford church plant also began well with a weekly average of 10-20 newcomers joining a core of 50-60 people. Encouragingly, even with people being sent out, the combined adult weekly attendance of St Helen's five primary services remained higher than it had been in 2014 although marginally down on 2015.

On the income side we had our usual annual giving appeal which resulted in a good response from new givers, with an increase of about 50 new regular givers. However, at the same time, the personal circumstances of some of our long-standing core supporters changed, leading to a fall in income per giver; about 40 regular givers also moved to the Stratford church plant. These factors have resulted in a year on year drop in Gift Aid income of c. £190,000 and, combined with planned increased spending in 2016, we are left facing an overall deficit of c. £300,000 which can be covered for a limited time from the church's reserves. Regular giving under the Gift Aid scheme was down by £88,000 and gross giving down by £16,000. Lump sum giving also fell by £45,000. Total donations and legacies from all sources in 2016 amounted to £2,454,445, down from £2,592,123 in 2015, a reduction of £137,700.

In response, the church council has set up a group to help communicate the financial situation to the church family and to help increase financial partnership in 2017. It believes that this will enable the church to balance its books in 2018 after a smaller projected deficit this year.

### *Continuing the work*

Notwithstanding the drop in income we received extraordinarily generous financial support for the ministry during the year, which enabled us to undertake a wide range of activities:

- *Reach Out:* We supported outreach in workplaces, colleges and communities, including activities in prisons, on local housing estates and homework helpers in the East End of London. We provided financial support to the mid-week ministry in Covent Garden and Paddington and the church plant in Euston.
- *Build Up:* We continued to run the Associate programme to train future Christian workers. Members of staff helped lead training activities in a number of countries and in the UK. We provided administrative support for the South East Gospel Partnership, an inter-denominational network of churches in London and surrounding counties.
- *Send Out:* We continued our support for international mission partners in Europe, Africa and Asia. We also made grants to three small UK churches to help them grow new ministries.

## 2016 Accounts – Financial Review

for the year ended 31 December 2016

Budgeted expenditure for 2016 was about 13% higher than 2015 because of building works, increased staff costs prior to the church plant and increased mission support.

During the year we incurred unbudgeted exceptional costs from professional fees of legal and planning advisors engaged to ensure proper protection for the ministry during the proposed redevelopment of 1 Undershaft. £114,000 of these costs were reimbursed by the developer, but an additional £22,000 had to be met from church funds.

The full year expenditure through unrestricted funds was £31,000 above budget driven by this unexpected level of professional fees (£136,000 before reimbursement) and offset by costs savings and deferrals as giving levels dropped.

### *Reserves policy*

The reserves policy of the PCC is to hold funds to cover at least three months' expenditure. Around a quarter to one third of our income is from lump sum gifts. Whilst these gifts have remained stable over recent years they often represent significant sums from single individuals or families. We therefore hold reserves to manage volatility in these gifts since our ability to manage our costs in the short-term is limited by the fact that about 65% of costs are staff-related and would take time to reduce.

At the end of 2016 the church's total funds were £1,598,427 of which £1,332,226 was in unrestricted funds and £266,201 in restricted funds. Most balances on the restricted funds represent gifts for a specific ministry area and are expected to be used in the near term, usually less than twelve months, to support those areas. The British Land fund, with a current balance of £165,359, has restrictions over how that fund can be used for 50 years.

£66,727 of the unrestricted funds is in the Fixed Asset Fund and could not be used at short notice. Reserves are held in the form of cash and cash deposits, or equivalent deposit instruments.

Reserves exceed the PCC's three month minimum policy even after the 2016 deficit. The origin of this is the receipt of a compensation payment in 2012. As previously explained in the 2015 accounts, the PCC had maintained excess reserves because it foresaw that the personal circumstances of some major donors might change in the future; it remains comfortable with the current level of reserves.

### *Future plans*

In 2017, the PCC's aim is to maintain the course of bringing glory to God by continuing to "Reach out, Build up and Send out". Much of our ministry activity will carry on as in 2016 but with a better digital ministry capability to serve the church family and the wider church. We also hope to continue to grow and strengthen the new church plant in Stratford and the ministry in Greenwich through our support.

### *Closing remarks*

My thanks go to those who help make the finances work on a day to day basis and the members of the Finance Committee who steward the church's resources. Overall we give many thanks for God's grace in providing for our needs through many very generous givers from our church family and beyond; whatever the amount of individual gifts, we value them all.

**Jeremy Anderson**

**Treasurer**



## **2016 Accounts – Financial Review**

**for the year ended 31 December 2016**

### **Statement of PCC members' responsibilities in relation to the accounts**

Law applicable to charities requires the PCC to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the PCC is required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The members of the PCC are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ascertain that the financial statements comply with applicable laws and regulations. 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.

## Statement of Financial Activities

For the reporting period ended 31 December 2016

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Prior period Total funds 2015 £	Further details Note
<b>Income and endowments from:</b>					
Donations and legacies	2,454,445	204,745	2,659,190	2,851,585	2
Charitable activities	481,631	17,026	498,657	471,913	3
Other trading activities	73,575	-	73,575	55,715	4
Investments	1,762	-	1,762	1,990	5
Other income	138,124	19,233	157,357	48,160	6
<b>Total income</b>	<b>3,149,537</b>	<b>241,004</b>	<b>3,390,541</b>	<b>3,429,363</b>	
<b>Expenditure on:</b>					
Charitable activities	3,440,485	251,344	3,691,829	3,429,276	9
<b>Total expenditure</b>	<b>3,440,485</b>	<b>251,344</b>	<b>3,691,829</b>	<b>3,429,276</b>	
<b>Net (expenditure)/income</b>	<b>(290,948)</b>	<b>(10,340)</b>	<b>(301,288)</b>	<b>87</b>	
<b>Transfers between funds</b>	<b>(21,544)</b>	<b>21,544</b>	<b>-</b>	<b>-</b>	<b>15</b>
<b>Net movement in funds</b>	<b>(312,492)</b>	<b>11,204</b>	<b>(301,288)</b>	<b>87</b>	
<b>Reconciliation of funds:</b>					
Total funds brought forward	1,644,718	254,997	1,899,715	1,899,628	
<b>Total funds carried forward</b>	<b>1,332,226</b>	<b>266,201</b>	<b>1,598,427</b>	<b>1,899,715</b>	

## Balance sheet

For the reporting period ended 31 December 2016

	2016	2015	Further details
£	£	£	Note
<b>Fixed Assets</b>			
Tangible assets	66,727	116,361	11
<i>Total fixed assets</i>	<i>66,727</i>	<i>116,361</i>	
<b>Current Assets</b>			
Book stocks	18,485	11,112	12
Debtors	97,704	96,164	13
Cash at bank or on hand	1,642,996	1,891,810	
<i>Total current assets</i>	<i>1,759,185</i>	<i>1,999,086</i>	
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	227,485	215,731	14
<i>Net current assets</i>	<i>1,531,700</i>	<i>1,783,355</i>	
<i>Total assets less current liabilities</i>	<i>1,598,427</i>	<i>1,899,715</i>	16
<b>The funds of the charity</b>			
Restricted income funds	266,201	254,997	15
Unrestricted funds:			
Fixed Asset Fund	66,727	116,361	
General Fund	1,265,499	1,528,357	
<i>Total unrestricted funds</i>	<i>1,332,226</i>	<i>1,644,718</i>	
<b>Total charity funds</b>	<b>1,598,427</b>	<b>1,899,715</b>	

The financial statements on pages 9-11 and the notes on pages 12-25 were approved by the Parochial Church Council on 13 March 2017 and signed on its behalf by:

Rev W Taylor 

Chairman  14<sup>th</sup> April 2017

J Anderson 

Treasurer  11 April 2017

R. Anderson 

Churchwarden 14-APR-17

## Statement of Cash Flows

For the reporting period ended 31 December 2016

	Note	Total funds 2016 £	Total funds 2015 £
<b>Cash flows from operating activities:</b>			
<i>Net cash (used in)/ provided by operating activities</i>	Table 1	(242,229)	119,822
<b>Cash flows from investing activities:</b>			
Purchase of property, plant and equipment		(6,585)	(45,082)
<i>Net cash used in investing activities</i>		(6,585)	(45,082)
<i>Change in cash and cash equivalents in the reporting period</i>		(248,814)	74,741
<b>Cash and cash equivalents at the beginning of the reporting period</b>	Table 2	1,891,810	1,817,069
<b>Cash and cash equivalents at the end of the reporting period</b>	Table 2	1,642,996	1,891,810

**Table 1: Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	2016 £	2015 £
<i>Net (expenditure)/income for the reporting period (as per the statement of financial activities)</i>	(301,288)	87
<b>Adjustments for:</b>		
Depreciation charges	56,219	65,083
(Increase)/decrease in book stocks	(7,373)	1,169
(Increase)/decrease in debtors	(1,540)	27,051
Increase in creditors	11,754	26,432
<i>Net cash(used in)/provided by operating activities</i>	(242,229)	119,822

**Table 2: Analysis of cash and cash equivalents**

	2016 £	2015 £
Cash at bank or on hand	1,642,996	1,891,810
<b>Total cash and cash equivalents</b>	1,642,996	1,891,810

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 1. Accounting Policies

#### 1.1 Basis of preparation and assessment of going concern

The financial statements have been prepared under the Church Accounting Regulations 2006 as far as currently applicable, in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

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 Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to 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 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Unless otherwise stated in the relevant note(s), these financial statements have been prepared under the historical cost convention, with items recognised at cost or transaction value.

Under FRS 102, the PCC falls within the definition of a public benefit entity.

#### 1.2 Income

##### *Income from donations and legacies*

Donations and planned giving are recognised when received. Income tax recoverable on Gift Aid donations is recognised when income is receivable, provided that income tax is reasonably certain to be recovered.

##### *Grants receivable and endowments*

Grants are recognised when the conditions for receipt have been met. Income from endowments is included within unrestricted funds or restricted in accordance with the terms of the endowment.

##### *Income from investments*

Investment income is accounted for in the period in which it is earned and when the amount can be measured reliably.

Surplus funds are invested in interest bearing (or equivalent) deposits, mainly with major financial institutions to minimise market risk and credit risk, or with deposit-taking charities.

##### *Church activities*

Catering and other sales represent the amount received for meals and other goods and services, net of VAT where applicable.

##### *Other income*

Other income is accounted for on a receipts basis.

#### 1.3 Recognition of expenditure

##### *Recognition of liabilities*

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the church to that expenditure, it is probable that settlement will be required and the amount of the obligation can be recognised and measured reliably. Accordingly, accruals, creditors and provisions are recognised where the church has a present obligation resulting from a past event and where the future outflow of funds to a third party is probable. The amounts recognised include allowances for any applicable trade discounts likely to be taken up.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### *Grants payable*

Grants and donations for the financial year are accounted for when a decision has been taken to support a particular ministry.

### *Ministry Support Expenditure*

Expenditure is accounted for on an accruals basis.

### *Allocation of expenditure*

Support costs have been allocated to the different categories of expenditure according to the estimated staff time involved and/or costs incurred. It is not considered appropriate to allocate support costs relating to grant-making activities separately from those relating to other church activities. The allocation of support costs is shown in Note 7.

### *Governance costs*

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include the statutory audit and legal fees together with any relevant apportionment of overhead and support costs. In accordance with FRS 102 these costs have been included within the overall support costs shown in Note 8.

### *Allocation of Governance costs*

Given the stated objectives and activities of the PCC, and both the indivisible nature of the church's activities as well as the relative cost of governance to these activities, it is not considered appropriate to allocate governance costs across the activities of the church. The total cost for the year is shown in Note 8.

### *Pension Costs*

The pension costs charged in the financial statements represent the contributions payable by the church during the year to defined contribution schemes, in accordance with FRS 102. The church also participates in a defined benefit pensions scheme (the Church of England Funded Pension Scheme) (see Note 9).

## 1.4 Fund accounting

### *Unrestricted funds*

Unrestricted funds represent the funds of the PCC that are not subject to any restriction on their use.

The Fixed Asset Fund, included as a designated fund, represents the net book value of fixed assets which were acquired with unrestricted funds.

### *Restricted funds*

Restricted funds are the funds which have been donated for specific purposes. The purpose and use of the restricted funds are set out in Note 15 to the financial statements.

## 1.5 Tangible fixed assets

### *Consecrated land and buildings and movable church furnishings*

Consecrated and beneficed property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act 2011. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. These movable church furnishings are listed in the Church Inventory which can be inspected at the Church Office. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off when incurred.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### *Other tangible fixed assets*

Other tangible fixed assets are stated at cost less depreciation and provisions for impairment in value. Depreciation is provided, on a straight line basis, for all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives, as follows:

- Fixtures & fittings, church equipment, catering fixtures and office equipment: 20.00%
- Computer equipment: 33.30%

### 1.6 Current Assets

#### *Book stocks*

Book stocks are valued at the lower of cost and net realisable value.

#### *Debtors*

Debtors include prepayments and amounts due to the church. They are recognised at either the settlement or prepaid amount.

#### *Cash at bank or on hand*

Cash at bank or on hand includes cash, demand deposits or other cash equivalents. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

#### *Financial instruments*

The only financial instruments held by the PCC are cash or cash equivalents. These are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date. Where applicable, the statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

### 1.7 Taxation

The church, as a registered charity, is generally not liable to taxation on its surplus or capital gains. It is not, however, exempt from VAT. Certain of the church's activities are exempt from or outside the scope of VAT. Accordingly, the church is unable to reclaim all input VAT suffered. Irrecoverable VAT is included in the cost of those items to which it relates.

## 2. Income from donations and legacies

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Donations via Gift Aid	1,374,285	68,135	1,442,420	1,631,034
Income tax recoverable	350,802	19,169	369,971	412,206
Other tax efficient giving	281,123	49,491	330,614	315,062
Trust income	161,618	10,804	172,422	144,016
General collections and donations	282,617	57,146	339,763	289,456
Grant receipts	4,000	-	4,000	59,811
<b>Total funds carried forward</b>	<b>2,454,445</b>	<b>204,745</b>	<b>2,659,190</b>	<b>2,851,585</b>

Buildings insurance (excluding terrorism insurance) is paid for by the City Churches Grants Committee.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 3. Income from charitable activities

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Donations towards catering costs	45,003	3,059	48,062	52,228
Charged catering sales	41,247	1,882	43,129	39,357
Book and media sales	21,875	3,122	24,997	25,245
RML workbook sales	3,425	240	3,665	2,788
Church guide books	1,799	-	1,799	1,283
Book royalties	1,458	68	1,526	5,128
Weekends away and conferences	366,824	8,655	375,479	345,884
	481,631	17,026	498,657	471,913

### 4. Income from other trading activities

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Parochial Fees (weddings and baptisms)	4,273	-	4,273	3,760
Hire of church premises	6,650	-	6,650	4,085
Other rental income	62,652	-	62,652	47,870
	73,575	-	73,575	55,715

### 5. Investment income

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Bank interest	1,762	-	1,762	1,972
Other interest	-	-	-	18
	1,762	-	1,762	1,990

### 6. Other income

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Reimbursement of professional fees	113,602	-	113,602	-
Sundry income	24,522	19,233	43,755	48,160
	138,124	19,233	157,357	48,160



## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 7. Expenditure on charitable activities

#### 7.1 Grant payments

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Total funds 2015 £
Missionary giving	115,429	27,100	142,529	127,363
UK Support	22,371	4,962	27,333	50,000
Training for ministry	21,250	-	21,250	8,950
Other giving	10,950	18,103	29,053	35,431
<b>Total grant payments</b>	<b>170,000</b>	<b>50,165</b>	<b>220,165</b>	<b>221,744</b>
<b>Missionary giving</b>				
East End Outreach	-	22,344	22,344	22,344
Crosslinks	10,992	4,756	15,748	10,992
Interserve	7,200	-	7,200	6,600
Serving in Mission	9,900	-	9,900	7,320
East Asian Ministry	23,850	-	23,850	23,850
OMF	13,320	-	13,320	12,465
French-Speaking Europe	19,375	-	19,375	13,000
Sub-Saharan Africa	25,792	-	25,792	25,792
George Whitefield College	5,000	-	5,000	5,000
	<b>115,429</b>	<b>27,100</b>	<b>142,529</b>	<b>127,363</b>
<b>UK Support</b>				
Euston Church	15,038	4,962	20,000	25,000
Grace Church Greenwich	-	-	-	25,000
UK Mission	7,333	-	7,333	-
	<b>22,371</b>	<b>4,962</b>	<b>27,333</b>	<b>50,000</b>
<b>Training for ministry</b>				
Chinese ministry	650	-	650	650
Bangladeshi ministry	15,000	-	15,000	7,300
Latvian ministry	4,000	-	4,000	-
Other future ministry support	1,600	-	1,600	1,000
	<b>21,250</b>	<b>-</b>	<b>21,250</b>	<b>13,483</b>
<b>Other giving</b>				
Chinese ministry	10,000	-	10,000	15,875
Singapore	-	525	525	2,437
SIM Bangladesh appeal	-	1,894	1,894	946
U-Turn (South Africa)	-	7,832	7,832	7,196
Grants to St Peter-upon-Cornhill	534	664	1,198	-
Relief Collection for Syrian Christians	-	1,894	1,894	6,677
Other	416	5,294	5,710	2,300
	<b>10,950</b>	<b>18,103</b>	<b>29,053</b>	<b>35,431</b>

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 7. Expenditure on charitable activities (continued)

#### 7.2 Ministry costs

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Total funds 2015 £
<b>Diocesan Common Fund</b>	69,100	-	69,100	63,800
<b>Ministry expenses</b>				
Ministry staff salaries and social security costs	1,035,604	71,669	1,107,273	1,129,700
Ministry staff pension costs	170,144	11,681	181,825	181,190
Ministry staff expenses	47,783	6,582	54,365	59,260
Ministry staff training	602	-	602	1,228
Associate and SMA grants	18,475	-	18,475	25,427
Associate and SMA training	5,100	7,260	12,360	12,528
Associate and SMA expenses	26,037	-	26,037	23,450
Associate and SMA accommodation costs	103,167	-	103,167	89,136
Clergy accommodation costs	158,112	10,193	168,305	131,979
	1,565,024	107,385	1,672,409	1,653,898
<b>Ongoing Building expenses</b>				
Church building & office running costs	165,486	7,080	172,566	126,165
Fashion Street running costs	-	1,201	1,201	1,596
	165,486	8,281	173,767	127,761
<b>Costs of events and additional activities</b>				
Book and media purchases	20,421	1,417	21,838	24,367
RML workbooks	3,745	-	3,745	2,967
Catering expenses	68,943	10,594	79,537	74,941
Catering fixtures & fittings depreciation	22,996	-	22,996	21,226
Weekends away	419,186	10,259	429,445	403,327
Other events and activities	25,785	14,907	40,692	36,151
Church equipment depreciation	18,786	-	18,786	24,881
	579,862	37,177	617,039	587,860
<b>Other direct ministry costs</b>				
Speakers' honoraria	5,709	1,262	6,971	8,072
Cleaning and housekeeping	7,824	136	7,960	10,940
Ministry venue rent	21,480	37,649	59,129	80,055
	35,013	39,047	74,060	99,067
<b>Support costs</b>				
Allocated support costs (Note 8)	856,000	9,289	865,289	675,146
<b>Total ministry costs</b>	3,270,485	201,179	3,471,664	3,207,532

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 8. Support costs

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Total funds 2015 £
<b>Ministry support staff costs</b>				
Ministry Support staff salaries and social security costs	479,976	4,301	484,277	458,683
Ministry Support staff pension costs	66,442	604	67,046	63,264
Ministry Support staff expenses	16,729	23	16,752	15,457
	563,147	4,928	568,075	537,404
<b>Office costs</b>				
Printing, postage and stationery	10,150	1,135	11,285	13,160
Office maintenance and insurance	13,457	383	13,840	10,576
Telephone	12,057	-	12,057	13,041
Computer expenses	15,536	2,751	18,287	17,018
Computer equipment depreciation	9,255	-	9,255	10,199
Office equipment	737	-	737	120
Office equipment depreciation	5,182	-	5,182	8,777
Other office costs	976	-	976	894
	67,350	4,269	71,619	73,785
<b>Professional and other costs</b>				
Consultancy fees	206,783	-	206,783	44,735
Parochial fees	3,208	-	3,208	3,572
Payroll agency charges	2,263	-	2,263	2,346
Bank charges	3,217	92	3,309	3,918
Audit fee	10,032	-	10,032	9,386
	225,503	92	225,595	63,957
<b>Total support costs</b>	<b>856,000</b>	<b>9,289</b>	<b>865,289</b>	<b>675,146</b>
<b>Allocation of support costs</b>				
The support costs above have been allocated to underlying activities as follows:				
Ministry costs (Note 7.2)	856,000	9,289	865,289	675,146
<b>Total support costs</b>	<b>856,000</b>	<b>9,289</b>	<b>865,289</b>	<b>675,146</b>

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 9. Total expenditure

	Staff costs	Depreciation	Other costs	Total funds	Total funds
				2016	2015
	£	£	£	£	£
Grant payments (Note 7.1)	-	-	220,165	220,165	221,744
Ministry costs (Note 7.2)	1,672,409	41,782	892,184	2,606,375	2,532,386
Ministry support costs	568,075	14,437	282,777	865,289	675,146
	<u>2,240,484</u>	<u>56,219</u>	<u>1,395,126</u>	<u>3,691,829</u>	<u>3,429,276</u>

Staff costs and employee benefits can be analysed as follows:

	2016	2015
	£	£
<b>Staff costs</b>		
Wages and salaries	1,456,158	1,452,805
Social security costs	135,392	135,578
Pension costs	248,871	244,454
Cost of Associate and SMA schemes	160,039	150,541
Staff expenses (incl. accommodation costs)	240,024	207,924
	<u>2,240,484</u>	<u>2,191,302</u>

	2016	2015
	£	£
<b>Other costs</b>		
Grant payments	220,165	221,744
Diocesan Common Fund	69,100	63,800
Office costs	71,619	73,785
Premises costs	232,896	207,816
Cost of events, trading and weekends away	598,253	541,789
Professional costs	225,595	63,957
Miscellaneous costs (including depreciation)	33,717	65,083
	<u>1,451,345</u>	<u>1,237,974</u>

#### Pension costs

Pension costs include £191,890 (2015: £191,605) of contributions made to defined contribution schemes.

At the end of the year, a liability of £20,373 (2015: £25,233) was recognised for this scheme.

The remaining £56,981 (2015: £52,849) of pension costs relate to contributions to a defined benefit scheme which is operated by the Church of England Funded Pension Scheme for the 7 (2015: 6) members of clergy funded by St Helen's. The church does not have any related pension assets or liabilities to disclose in relation to this scheme.

#### Employee numbers

The average number of full-time equivalent employees, analysed by function, was:

- Church activities: 28 (2015: 30); and
- Ministry support: 18 (2015: 18).

The table below shows the number of higher paid staff with emoluments falling in the following range. Emoluments include salary and taxable benefits in kind and other payments to employees.

	2016	2015
	No.	No.
£60,000 to £69,999	<u>1</u>	<u>1</u>

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 10. Transfers between general and offsite ministry funds

Transfers to offsite ministry restricted funds were as follows:

	Covent Garden Talks	2016 Total Transfers	2015 Total Transfers
	£	£	£
Expenses and staff costs	45,754	45,754	129,191
Less portion of costs covered by funds raised or held	(24,210)	(24,210)	(97,503)
Total transfers between funds	21,544	21,544	31,688

### 11. Tangible fixed assets

	<i>Ministry related</i>				Office equipment	Computer equipment	Total
	Fixtures and fittings	Catering equipment and fittings	Church equipment	Ministry related subtotal	£	£	£
	£	£	£	£	£	£	£
<b>Cost or valuation</b>							
At beginning of the year	18,144	156,837	197,693	372,674	85,607	81,013	539,294
Additions	-	4,836	-	4,836	-	1,750	6,586
At the end of the year	18,144	161,673	197,693	377,510	85,607	82,763	545,880
<b>Depreciation and impairments</b>							
At beginning of the year	18,144	111,958	160,489	290,591	71,145	61,198	422,934
Depreciation	-	22,996	18,786	41,782	5,182	9,255	56,219
At the end of the year	18,144	134,954	179,275	332,373	76,327	70,453	479,153
<b>At end of the year</b>							
Net book value at the beginning of the year	-	44,879	37,204	82,083	14,462	19,815	116,361
Net book value at the end of the year	-	26,719	18,418	45,137	9,280	12,310	66,727

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 12. Book Stock

	2016	2015
	£	£
Books for resale	18,485	11,112

### 13. Debtors

	2016	2015
	£	£
Income tax recoverable	63,670	47,170
Staff loans	4,617	6,672
Prepayments	23,310	31,688
Accrued income	3,429	5,547
Other debtors	2,678	5,087
	97,704	96,164

### 14. Creditors: amounts falling due within one year

	2016	2015
	£	£
Trade creditors	63,992	43,280
Taxation and social security costs	28,138	31,731
Other creditors	34,032	32,947
Annual leave accrual	20,922	22,197
Accruals	56,489	62,715
Deferred income	23,912	22,861
	227,485	215,731

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 15. Restricted funds

	At 1 January 2016	Incoming resources	Expenditure	Transfers	At 31 December 2016
	£	£	£	£	£
Church Planting Fund ( <i>formerly known as the Re:GENERATION Appeal</i> )	18,423	-	-	-	18,423
British Land	171,926	-	(6,567)	-	165,359
The Sherwoods Appeal	7,074	-	-	-	7,074
SIM Bangladesh December Carol Services	1,849	2,346	(1,894)	-	2,301
U-Turn Appeal (South Africa)	1,536	8,596	(7,831)	-	2,301
Latvian Ministry	776	-	(776)	-	-
East End / Sylheti Outreach	1,366	53,023	(48,263)	-	6,126
Covent Garden Talks	-	24,210	(45,754)	21,544	-
Euston Church	4,961	-	(4,961)	-	-
Crossway Stratford Church Plant	-	79,312	(72,540)	-	6,772
Paddington Talks	1,490	10,401	(5,945)	-	5,946
Music Student Ministry	20,725	15,663	(12,086)	-	24,302
Chinese Ministry	20,527	10,266	(16,931)	-	13,862
Crossing Church Singapore	75	900	(525)	-	450
South East Gospel Partnership	1,820	30,888	(20,017)	-	12,691
Relief Collection for Syrian Christians	2,449	5,397	(7,252)	-	594
	254,997	241,002	(251,344)	21,544	266,201

The Church Planting Fund was not utilised during the year, following the grant made in 2015 to Grace Church Greenwich. Further utilisation of the fund will be considered in 2017. PCC member Andrew Sach is a trustee and minister of Grace Church, which is a separate registered charity.

Financial responsibility for The Euston Church was transferred to an independent charity during 2015. The outstanding balance in the fund was adjusted during the year, as shown above and, in addition, the PCC made a grant of £20,000 to the Euston Area Ministry from the General Fund. This is recorded in note 7.1.

The British Land fund may be applied to refurbishment work on the external fabric of St Helen's or St Andrew's churches. To the extent that the fund remains unused after 50 years from 12 May 2005, it may then be used by the PCC for other purposes.

The deficit incurred during the year by off-site ministry Covent Garden Talks, £21,544, was transferred to the General Fund. Further details are given in Note 10.

The Crossway Stratford Church Plant was established in 2016 and a group from St Helen's Bishopsgate has transferred to form this plant.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 16. Analysis of net assets between funds

Fund balances at 31 December 2016 are represented by:	Tangible fixed assets	Current assets	Current liabilities	Total Funds
<b>Unrestricted Funds</b>				
General Fund	-	1,492,984	(227,485)	1,265,499
Fixed Assets Fund	66,727	-	-	66,727
<b>Total Unrestricted Funds</b>	<b>66,727</b>	<b>1,492,984</b>	<b>(227,485)</b>	<b>1,332,226</b>
<b>Restricted Funds</b>				
British Land Fund	-	165,359	-	165,359
Church Planting Fund	-	18,423	-	18,423
Other Restricted Funds	-	82,419	-	82,419
<b>Total Restricted Funds</b>	<b>-</b>	<b>266,201</b>	<b>-</b>	<b>266,201</b>
<b>Total Funds</b>	<b>66,727</b>	<b>1,759,185</b>	<b>(227,485)</b>	<b>1,598,427</b>

### 17. Related Party Disclosures: Transactions with PCC members and key management personnel

During the year there were 47 PCC members (2015: 49). These members donated £679,010 (2015: £586,500) to the PCC. No PCC member held control or significant influence over the affairs of the PCC during the year, nor was any member of the PCC during the year remunerated for being a member. No expenses were reimbursed to the PCC members in the course of their roles as members. Two members or close family members were reimbursed travel and subsistence amounting to £194 (2015: nil) during the year.

Two (2015: 2) PCC members had two (2015: 3) close family members who were also employees of the PCC. The aggregate remuneration paid in the year amounted to £24,447 (2015: £33,657).

Clergy are not employed by the PCC but by the Church Commissioners. The remuneration of the clergy is in accordance with the Stipend Scale for the Diocese of London and the PCC reimburses the majority of their employment costs via the Diocese of London. In addition, ordained Clergy are provided with living accommodation as part of the requirements of their role. During the year seven PCC members (2015: 6) were part of the ordained clergy. The aggregate amount reimbursed during the year to the Diocese of London in respect of those PCC members amounted to £198,700 (2015: £190,000). Where clergy and/or their spouses incur specific ministry costs, these are reimbursed by the PCC. The PCC incurred accommodation costs (rent, council tax and utilities) during the year in respect of the clergy members amounting to £158,583 (2015: £122,430). During 2016, the total ministry costs reimbursed, mainly travel and subsistence, amounted to £5,994 (2015: £5,075).

The PCC defines 'Key Management Personnel' ('KMP') as the seven clergy plus the Church Manager and one non-ordained ministry leader. The pay, benefits and expenses of the clergy are dealt with above. The pay and benefits of the other key management personnel is set annually by the PCC's Finance Committee, in relation to the church's salary bands and the individual needs of the employee. Salary bands are benchmarked against other charities, churches and key worker roles on a periodic basis. In 2016 this group, including a close family member also employed by the PCC, received remuneration of £125,155 (2015: £113,221). They also reclaimed ministry expenses, mainly travel and subsistence, from the PCC for £2,629 (2015: £5,012).



## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 18. Transactions with other charities

#### Great St Helen's Trust (GSHT) (registered charity no. 1089919)

- GSHT provides support for Christian ministry in London.
- Key Management Person, Church Manager Mr B O'Donoghue, is a trustee of GSHT.
- The GSHT provided living accommodation for members of the clergy (PCC members) (2016: 5; 2015:6) and for ministry associates. The total rent paid for the year was £208,103 (2015: £167,973). The PCC paid £34,250 (2015:£15,910) to GSHT for use of office and shop space during the year.
- GSHT covered the stipend costs of the Rector (PCC member) for the year.
- GSHT made a grant of £130,000 (2015: 130,000) to the PCC during the year and this is included in unrestricted trust income (Note 2).

#### St Nicholas Cole Abbey (SNCA) (registered charity no. 1147429)

- SNCA provides evangelistic lunchtime ministry talks and generally supports workplace ministry in Central London.
- PCC and clergy member Rev C Fishlock, PCC members Mr A Wales and Mr R Tett are trustees of SNCA and Key Management Person, Church Manager Mr B O'Donoghue was a trustee until 16 October 2016.
- From January 2016 to the end of July 2016, the PCC used 21 Fleet Street, a property owned by SNCA, to house its Covent Garden Talks ministry and paid SNCA rent of £1,390 for that use.
- At the end of 2015, the PCC transferred its former offsite ministries, Fleet Street Talks and London Bridge Talks to SNCA. Some donors who had originally committed to support these ministries continued to pay their donations directly to the PCC, rather than to SNCA as requested. These donations amounted to £9,652 for 2016 and were paid over in full to SNCA by the end of February 2017.
- As part of the arrangements for the transfer of the above two ministries, SNCA agreed to pay the PCC £11,552 to cover the net deficit incurred by the PCC in 2015 on its restricted fund for these ministries. The PCC also agreed to make a grant of £10,000 to SNCA in 2016 in support of the latter's workplace ministry. These two items were settled during the year.

#### Christian Events (CE) (registered charity no. 1122012)

- CE organises conferences aimed at supporting local churches in their mission outreach.
- PCC member Mr S Johnson is a trustee of Christian Events (CE).
- The PCC paid CE fees of £3,070 (2015: Nil) during the year, for the services of an associate of CE to assist in organising a Bible study group at St Helen's.

#### Parochial Church Council of St Peter upon Cornhill (SPC) (exempted from registration by the Charities Commission)

- St Helen's PCC members Rev W Taylor and Mr S Congdon and Key Management Person, Church Manager Mr B O'Donoghue are members of SPC's PCC.
- St Helen's uses the SPC church building for various small group ministries and to provide workspace for Associates. No rent is paid by the St Helen's for this use.
- During the year, St Helen's incurred the following costs in respect of its use of SPC's church building:
  - Payment to the Diocese of London for SPC's Common Fund allocation: £25,900.
  - Utility bills: £6,383.
  - Building maintenance and housekeeping costs: £16,971.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 19. Statement of Financial Activities (Comparatives)

	Unrestricted funds	Restricted funds	Total funds	Further details
	2015	2015	2015	Note
	£	£	£	
<b>Income and endowments from:</b>				
Donations and legacies	2,592,123	259,462	2,851,585	2
Charitable activities	459,570	12,343	471,913	3
Other trading activities	55,715	-	55,715	4
Investments	1,990	-	1,990	5
Other income	33,938	14,222	48,160	6
<b>Total income</b>	<b>3,143,336</b>	<b>286,027</b>	<b>3,429,363</b>	
<b>Expenditure on:</b>				
Charitable activities	3,018,146	411,130	3,429,276	9
<b>Total expenditure</b>	<b>3,018,146</b>	<b>411,130</b>	<b>3,429,276</b>	
<b>Net income/(expenditure)</b>	<b>125,190</b>	<b>(125,103)</b>	<b>87</b>	
<b>Transfers between funds</b>	<b>(32,113)</b>	<b>32,113</b>	<b>-</b>	
<b>Net movement in funds</b>	<b>93,077</b>	<b>(92,990)</b>	<b>87</b>	
<b>Reconciliation of funds:</b>				
Total funds brought forward	1,551,641	347,987	1,899,628	
<b>Total funds carried forward</b>	<b>1,644,718</b>	<b>254,997</b>	<b>1,899,715</b>	

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## **Independent Auditor's Report**

**To the Parochial Church Council of the Parish of St Helen Bishopsgate with St Andrew Undershaft and St Ethelburga Bishopsgate and St Martin Outwich and St Mary Axe**

We have audited the financial statements of St Helen's Church for the reporting period ended 31 December 2016 which comprises of the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102)" as published on 16 July 2014.

This report is made solely to the members of the PCC (who are trustees for the purposes of charity legislation), as a body, in accordance with regulations made under section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the members of the PCC those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the church and the members of its PCC as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of the members of the Parochial Church Council and auditor**

As explained more fully in the Statement of PCC Members' Responsibilities, the members are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the church's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the members of the PCC; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the PCC report to identify material inconsistencies with the financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of:

- whether the accounting policies are appropriate to the church's circumstances and have been consistently applied and adequately disclosed;
- the reasonableness of significant accounting estimates made by the members of the PCC; and
- the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the PCC Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge acquired by us, in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

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## Independent Auditor's Report

To the Parochial Church Council of the Parish of St Helen Bishopsgate with St Andrew Undershaft and St Ethelburga Bishopsgate and St Martin Outwich and St Mary Axe

### Opinion on financial statements

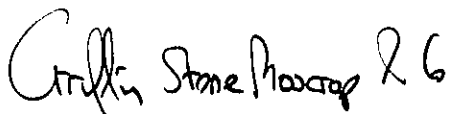
In our opinion the financial statements:

- give a true and fair view of the state of the church's affairs as at 31 December 2016, and of its incoming resources and application
- of resources, For the reporting period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the PCC Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.



GRIFFIN STONE MOSCROP & CO  
Statutory Auditor

11 April 2017

21-27 Lamb's Conduit Street  
LONDON WC1N 3GS

Griffin Stone Moscrop & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

THE PARISH OF ST HELEN BISHOPSGATE WITH ST ANDREW UNDERSHAFT AND ST  
ETHELBURGA BISHOPSGATE AND ST MARTIN OUTWICH AND ST MARY AXE

## **Report and Financial Statements**

**of the Parochial Church Council**

For the year ending 31 December 2016

**Charity Registration Number 1131501**

# PCC Annual Report

for the year ended 31 December 2016

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## Officers

Rector	The Reverend W T Taylor	
Associate Rector	The Reverend C Skrine	
Curates	The Reverend J Child	
	The Reverend C Fishlock	(Until 25 January 2017)
	The Reverend Dr A Glyn	
	The Reverend M Mantle	(From 1 January 2016)
	The Reverend Dr A Sach	
Church Wardens	Mr J D B Anderson	
	Mr R G A Anderson	
	Mr S M Johnson	(Until 30 November 2016)
	Mr A Ross	
	Mr P Simpkin	
	Mr R P Tett	
Secretary	Mr A Wales	
Treasurer	Mr J D B Anderson	

**Address** St Helen's Church Office, Great St Helen's, London EC3A 6AT

**Church Manager** Mr B O'Donoghue

**Auditors** Griffin Stone Moscrop & Co, 21-27 Lamb's Conduit Street, London WC1N 3GS

**Bankers** National Westminster Bank Plc, 49 Bishopsgate, London, EC2N 3AS

The Parochial Church Council is a corporate body established by and operating under the Parochial Church Councils (Powers) Measure 1956.

The PCC is registered with the Charity Commission as 'The Parochial Church Council of the ecclesiastical parish of St Helen, Bishopsgate' with registration no. 1131501.

## PCC Annual Report

for the year ended 31 December 2016

Since 1 January 2016 to the date of approval of this report, the PCC members, who act as trustees of the registered charity, comprised:

Rev W Taylor	Chairman and Rector	
Rev J Child		
Rev C Fishlock		(Until 25 January 2017)
Rev Dr A Glyn		
Rev M Mantle		(From 1 January 2016)
Rev Dr A Sach		
Rev C Skrine		
Mr J Anderson	Vice Chairman and Warden	
Mr R Anderson	Warden	
Mr S Johnson	Warden	(Until 30 November 2016)
Mr A Ross	Warden	
Mr P Simpkin	Warden	
Mr R Tett	Warden	
Mr R Andrews		
Mr M Brandmeier		
Ms N Breckwoldt		
Miss D Buggs		
Mr C Campbell		
Mr J Carr		
Mr S Congdon		
Mr E Crossley		
Mrs S Finch		
Mr S Griffiths		
Dr G Haire		
Mr S Harbage		(From 25 April 2016)
Mr A Henderson		
Mr J Houghton		
Mr E Keene		
Mrs O King		
Mr M Maer		
Miss K Malcolm		
Miss O Momoh		(From 25 April 2016)
Mr S McGowan		
Mr P Nelson		(Until 25 April 2016)
Mr J Pulman		(From 25 April 2016)
Miss V Robinson		(Until 25 April 2016)
Mrs B Sexton		(From 25 April 2016)
Mr G Silk		(From 25 April 2016)
Mr S Sinclair		
Mrs J Sondhi		
Mr L Swatman		
Mr P Swift		
Dr Y-C Teh		
Mr M Thorpe		(From 25 April 2016)
Miss S Too		
Miss H Tyler		(From 25 April 2016)
Mr A Wales	Secretary	
Mr J Walsh		
Mr T Webster		
Mr B Wong		

In addition, Miss E Davison (from 25 April 2016) was Electoral Roll Officer and Mr P Desmond was Bookstall Manager.

## **PCC Annual Report**

for the year ended 31 December 2016

### **Strategic Report**

#### **Objectives and activities**

The primary objective of all PCCs is the promotion of the Gospel of our Lord Jesus Christ for the benefit of the public.

Our church has as its stated objective to bring glory to God by knowing Him and making Him known as we proclaim Jesus Christ. The church, as in previous years, pursues this objective under three headings, namely "Reach out, Build up and Send out" – reaching out with the Gospel of Christ to those who would not call themselves Christian; building up believers to maturity in Christ; and sending people out from the congregation to serve Christ both in the UK and overseas.

The PCC is required to report on the criteria or measures used to assess success. The Bible teaches us to proclaim the Gospel of our Lord Jesus Christ faithfully, clearly and unashamedly but leave the results to God (e.g. Mark 4). Therefore, although any gospel growth is a great encouragement, the success in achieving the church's aims and objectives is not measured by the number of attendees or by growth in numbers. Rather, the aim of the ministry activities of the church is to seek to provide people with opportunities to hear the Gospel and to respond in repentance and faith. The PCC assesses success in terms of whether this is being undertaken in obedient faithfulness.

The PCC seeks to assist, support, encourage, and provide resources for the Rector and staff in promoting the work of reaching out with the Gospel, equipping the church family to do so, building up Christians, and sending out full-time workers into gospel ministry.

The PCC has considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. The activities of the church in the pursuit of its aim include Sunday services, *Christianity Explored*, Tuesday and Thursday lunchtime meetings, gospel work at other locations within the City and beyond, Read Mark Learn, Central Focus, the Partnership, the youth work and Sunday School, other small groups, the Associate Scheme, church planting, Mission Partner support, prison ministry, ministry on local housing estates, and a stay-and-play mums and toddlers group for people in the local community with young children. All the activities of the church are regularly monitored and reviewed by the PCC against the yardstick of the church's aim and objective. The achievements in 2016 are set out under the heading 'Review of achievements and performance in 2016' below. The activities provide benefit not only to those who are regular attendees of the various church services, meetings and events, but also to those who work and live in the parish area as well as the other communities in which we serve.

The activities of the PCC are pursued not just by members of the church staff. The church is heavily dependent for its activities upon the service of the church family – and rightly so. It is of the essence of gospel partnership that the work of the church be pursued by the whole congregation of believers and that the leaders of the church should seek to equip all members of the church family to play their part.

It is the aim and intention of the PCC that the entirety of its financial resources be carefully devoted to the pursuit of the church's stated objective.

### **Financial review**

The financial review set out on pages 6-8 forms part of this PCC Report.

### **Structure, governance and management**

The PCC is a body corporate established by and operating under the Parochial Church Councils (Powers) Measure 1956. It is a charity registered with the Charity Commission under registration no. 1131501. The appointment of PCC members is governed by the Church Representation Rules (2011). The church is part of the Diocese of London of the Church of England and implements national Church of England policies as required by the Diocese of London.

There were 47 members of the PCC in 2016, elected, ex officio and co-opted, drawn from the midweek and Sunday congregations. There were 15 elected members. The balance comprised the clergy and members who, as churchwardens or members of the General, Diocesan or Deanery Synods, are ex officio members. Two members of the church staff regularly attend meetings by invitation. In addition to the



## **PCC Annual Report**

**for the year ended 31 December 2016**

statutory standing committee, the PCC has a finance committee, a buildings committee, a Digital and IT Committee, an international committee, a safeguarding committee, and a UK Mission Committee.

- The finance committee's purpose is to assist the Treasurer in overseeing the financial affairs of the church and to bring to the PCC an annual budget, regular updates on income and expenditure, and any issues which require resolution, together with recommendations on possible courses of action.
- The buildings committee's purpose is to assist the PCC and Facilities Manager in overseeing the maintenance and care of the church buildings and to bring issues, which need resolution, to the attention of the PCC, together with recommendations of possible courses of action.
- The international committee aims to support our Mission Partners, materially and through prayer, and recommends potential Mission Partners and levels of financial support for approval by the PCC.
- The digital and IT committee's purpose is to support our Digital Ministry team through advice and guidance. It brings to the PCC regular reports and updates on the ministry, as well as reviewing and helping to develop strategies.
- The safeguarding committee is a source of advice and guidance on safeguarding issues. It advises the PCC on any matters relating to safeguarding, makes recommendations for changes in policy and procedure, and holds Ministry Area Leaders accountable for policy implementation.
- The UK mission committee's purpose is to assist the PCC in its support of partner churches/ministries and to co-ordinate its practical outworking.

In terms of PCC membership, the aim is to recruit a cross-section of individuals with involvement in a variety of the areas of the church's ministry activities. Most of those recruited are already involved in leadership in an area of the church's mission and ministry; some are chosen for their specific professional skills and experience which are perceived as useful for the proper functioning of the PCC. New PCC members are directed to the trustee responsibilities resources and training available on the Charity Commission and Diocese of London websites. Training in matters such as health and safety, food safety, and safeguarding is undertaken by members of the church staff with particular responsibility for the matter in question.

The Diocese of London agrees stipend levels for all Church of England clergy in London, which the PCC accepts for its clergy. The PCC agrees the salary structure and policies for its employees. The Treasurer, with input from the finance committee, reviews and determines the individual annual salaries for all employees including the Church Manager in accordance with the structure and policies set by the PCC and in accordance with the annual budget.

The Rector provides spiritual leadership for St Helen's church with the support of the other clergy. The PCC delegates day-to-day administrative management to the Church Manager, subject to written restrictions applicable to his expenditure authority.

### **Risk management**

In 2015 the PCC undertook a comprehensive review and update of its risk register and risk mitigation framework. This was accordingly updated in 2016. While this cannot provide absolute assurance, the steps taken should enable the PCC and the church to achieve its objectives. Risk is also considered regularly as part of the decision-making process.

The principal risks facing the on-going ministry of the church have been identified as:

- Unfaithful teaching from the pulpit or in small groups
- Significant damage to any of the buildings
- Safeguarding
- Reputational damage caused by failure to comply with employment, financial or health and safety regulations
- Financial stability

These risks are managed by, respectively:

## **PCC Annual Report**

**for the year ended 31 December 2016**

- PCC members being part of congregations and small groups. Small group leaders receive extensive training and senior staff provide feedback on sermons.
- Insurance policies being in force to cover damage to buildings and any consequential loss incurred by relocating ministry activities during repairs.
- Written Safeguarding policy and procedures including the requirement for anyone coming into contact with children to undergo a Disclosure and Barring Service disclosure prior to serving with children. The PCC has a duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' "guidance on safeguarding children and vulnerable adults". The PCC has complied with this duty.
- Public liability, employer liability and trustee indemnity insurance cover. Written financial procedures and controls and written health and safety procedures.
- The Finance Committee regularly reviewing the church's current and projected financial position.

### **Statement of PCC members' responsibilities**

A statement of the responsibilities of members of the PCC is set out on page 8 and forms part of this PCC Report.

### **Review of achievements and performance in 2016 and plans for the future**

A review of achievements and performance in 2016 and plans for the future is set out on pages 6-7.



Andrew Wales  
Secretary

13.4.2017

## 2016 Accounts – Financial Review

for the year ended 31 December 2016

### Summary of main achievements

- An encouraging year for ministry, but a challenging one for church finances with an overall church deficit £301,288.
- The PCC budgeted to use reserves to meet a planned deficit because of extra expenditure on essential repairs to the church building. The deficit for the year was larger than anticipated, due to an unexpected fall in income.
- Part of the drop in giving was caused by givers moving to new church plants, but changing personal circumstances for some long-term core givers also contributed to a drop in the total level of church family giving.
- Recent church plants required less financial assistance than in previous years.
- We continued to support our mission partners and also gave church growth grants to 3 smaller UK churches.

In 2016 St Helen's saw some challenging financial circumstances. After balancing the church's income and costs in 2014 and 2015, the church council approved a budgeted deficit for 2016, hoping that increased giving might cover the projected deficit. Much of the increased cost came from staffing a church plant in Stratford as well as necessary building repairs following a quinquennial inspection. The Finance Committee determined that the church's reserves were sufficient to cover the deficit for 2016.

In God's kindness, ministry at St Helen's continued to bear fruit with continued growth in the Bible study groups for workers, students and internationals. Work at St Nicholas Cole Abbey also became fully independent, launching a Sunday morning ministry to complement the mid-week ministry. The Stratford church plant also began well with a weekly average of 10-20 newcomers joining a core of 50-60 people. Encouragingly, even with people being sent out, the combined adult weekly attendance of St Helen's five primary services remained higher than it had been in 2014 although marginally down on 2015.

On the income side we had our usual annual giving appeal which resulted in a good response from new givers, with an increase of about 50 new regular givers. However, at the same time, the personal circumstances of some of our long-standing core supporters changed, leading to a fall in income per giver; about 40 regular givers also moved to the Stratford church plant. These factors have resulted in a year on year drop in Gift Aid income of c. £190,000 and, combined with planned increased spending in 2016, we are left facing an overall deficit of c. £300,000 which can be covered for a limited time from the church's reserves. Regular giving under the Gift Aid scheme was down by £88,000 and gross giving down by £16,000. Lump sum giving also fell by £45,000. Total donations and legacies from all sources in 2016 amounted to £2,454,445, down from £2,592,123 in 2015, a reduction of £137,700.

In response, the church council has set up a group to help communicate the financial situation to the church family and to help increase financial partnership in 2017. It believes that this will enable the church to balance its books in 2018 after a smaller projected deficit this year.

### *Continuing the work*

Notwithstanding the drop in income we received extraordinarily generous financial support for the ministry during the year, which enabled us to undertake a wide range of activities:

- *Reach Out:* We supported outreach in workplaces, colleges and communities, including activities in prisons, on local housing estates and homework helpers in the East End of London. We provided financial support to the mid-week ministry in Covent Garden and Paddington and the church plant in Euston.
- *Build Up:* We continued to run the Associate programme to train future Christian workers. Members of staff helped lead training activities in a number of countries and in the UK. We provided administrative support for the South East Gospel Partnership, an inter-denominational network of churches in London and surrounding counties.
- *Send Out:* We continued our support for international mission partners in Europe, Africa and Asia. We also made grants to three small UK churches to help them grow new ministries.

## 2016 Accounts – Financial Review

for the year ended 31 December 2016

Budgeted expenditure for 2016 was about 13% higher than 2015 because of building works, increased staff costs prior to the church plant and increased mission support.

During the year we incurred unbudgeted exceptional costs from professional fees of legal and planning advisors engaged to ensure proper protection for the ministry during the proposed redevelopment of 1 Undershaft. £114,000 of these costs were reimbursed by the developer, but an additional £22,000 had to be met from church funds.

The full year expenditure through unrestricted funds was £31,000 above budget driven by this unexpected level of professional fees (£136,000 before reimbursement) and offset by costs savings and deferrals as giving levels dropped.

### *Reserves policy*

The reserves policy of the PCC is to hold funds to cover at least three months' expenditure. Around a quarter to one third of our income is from lump sum gifts. Whilst these gifts have remained stable over recent years they often represent significant sums from single individuals or families. We therefore hold reserves to manage volatility in these gifts since our ability to manage our costs in the short-term is limited by the fact that about 65% of costs are staff-related and would take time to reduce.

At the end of 2016 the church's total funds were £1,598,427 of which £1,332,226 was in unrestricted funds and £266,201 in restricted funds. Most balances on the restricted funds represent gifts for a specific ministry area and are expected to be used in the near term, usually less than twelve months, to support those areas. The British Land fund, with a current balance of £165,359, has restrictions over how that fund can be used for 50 years.

£66,727 of the unrestricted funds is in the Fixed Asset Fund and could not be used at short notice. Reserves are held in the form of cash and cash deposits, or equivalent deposit instruments.

Reserves exceed the PCC's three month minimum policy even after the 2016 deficit. The origin of this is the receipt of a compensation payment in 2012. As previously explained in the 2015 accounts, the PCC had maintained excess reserves because it foresaw that the personal circumstances of some major donors might change in the future; it remains comfortable with the current level of reserves.

### *Future plans*

In 2017, the PCC's aim is to maintain the course of bringing glory to God by continuing to "Reach out, Build up and Send out". Much of our ministry activity will carry on as in 2016 but with a better digital ministry capability to serve the church family and the wider church. We also hope to continue to grow and strengthen the new church plant in Stratford and the ministry in Greenwich through our support.

### *Closing remarks*

My thanks go to those who help make the finances work on a day to day basis and the members of the Finance Committee who steward the church's resources. Overall we give many thanks for God's grace in providing for our needs through many very generous givers from our church family and beyond; whatever the amount of individual gifts, we value them all.

**Jeremy Anderson**

**Treasurer**

## **2016 Accounts – Financial Review**

**for the year ended 31 December 2016**

### **Statement of PCC members' responsibilities in relation to the accounts**

Law applicable to charities requires the PCC to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the PCC is required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The members of the PCC are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ascertain that the financial statements comply with applicable laws and regulations. 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.

## Statement of Financial Activities

For the reporting period ended 31 December 2016

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Prior period Total funds 2015 £	Further details Note
<b>Income and endowments from:</b>					
Donations and legacies	2,454,445	204,745	2,659,190	2,851,585	2
Charitable activities	481,631	17,026	498,657	471,913	3
Other trading activities	73,575	-	73,575	55,715	4
Investments	1,762	-	1,762	1,990	5
Other income	138,124	19,233	157,357	48,160	6
<b>Total income</b>	<b>3,149,537</b>	<b>241,004</b>	<b>3,390,541</b>	<b>3,429,363</b>	
<b>Expenditure on:</b>					
Charitable activities	3,440,485	251,344	3,691,829	3,429,276	9
<b>Total expenditure</b>	<b>3,440,485</b>	<b>251,344</b>	<b>3,691,829</b>	<b>3,429,276</b>	
<b>Net (expenditure)/income</b>	<b>(290,948)</b>	<b>(10,340)</b>	<b>(301,288)</b>	<b>87</b>	
<b>Transfers between funds</b>	<b>(21,544)</b>	<b>21,544</b>	<b>-</b>	<b>-</b>	<b>15</b>
<b>Net movement in funds</b>	<b>(312,492)</b>	<b>11,204</b>	<b>(301,288)</b>	<b>87</b>	
<b>Reconciliation of funds:</b>					
Total funds brought forward	1,644,718	254,997	1,899,715	1,899,628	
<b>Total funds carried forward</b>	<b>1,332,226</b>	<b>266,201</b>	<b>1,598,427</b>	<b>1,899,715</b>	

## Balance sheet

For the reporting period ended 31 December 2016

	2016	2015	Further details
£	£	£	Note
<b>Fixed Assets</b>			
Tangible assets	66,727	116,361	11
<i>Total fixed assets</i>	<i>66,727</i>	<i>116,361</i>	
<b>Current Assets</b>			
Book stocks	18,485	11,112	12
Debtors	97,704	96,164	13
Cash at bank or on hand	1,642,996	1,891,810	
<i>Total current assets</i>	<i>1,759,185</i>	<i>1,999,086</i>	
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	227,485	215,731	14
<i>Net current assets</i>	<i>1,531,700</i>	<i>1,783,355</i>	
<i>Total assets less current liabilities</i>	<i>1,598,427</i>	<i>1,899,715</i>	16
<b>The funds of the charity</b>			
Restricted income funds	266,201	254,997	15
Unrestricted funds:			
Fixed Asset Fund	66,727	116,361	
General Fund	1,265,499	1,528,357	
<i>Total unrestricted funds</i>	<i>1,332,226</i>	<i>1,644,718</i>	
<b>Total charity funds</b>	<b>1,598,427</b>	<b>1,899,715</b>	

The financial statements on pages 9-11 and the notes on pages 12-25 were approved by the Parochial Church Council on 13 March 2017 and signed on its behalf by:

Rev W Taylor 

Chairman  14th April 2017

J Anderson 

Treasurer  11 April 2017

R. Anderson 

Churchwarden 14-APR-17

## Statement of Cash Flows

For the reporting period ended 31 December 2016

	Note	Total funds 2016 £	Total funds 2015 £
<b>Cash flows from operating activities:</b>			
<i>Net cash (used in)/ provided by operating activities</i>	Table 1	(242,229)	119,822
<b>Cash flows from investing activities:</b>			
Purchase of property, plant and equipment		(6,585)	(45,082)
<i>Net cash used in investing activities</i>		(6,585)	(45,082)
<i>Change in cash and cash equivalents in the reporting period</i>		(248,814)	74,741
<b>Cash and cash equivalents at the beginning of the reporting period</b>	Table 2	1,891,810	1,817,069
<b>Cash and cash equivalents at the end of the reporting period</b>	Table 2	1,642,996	1,891,810

**Table 1: Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	2016 £	2015 £
<i>Net (expenditure)/income for the reporting period (as per the statement of financial activities)</i>	(301,288)	87
<b>Adjustments for:</b>		
Depreciation charges	56,219	65,083
(Increase)/decrease in book stocks	(7,373)	1,169
(Increase)/decrease in debtors	(1,540)	27,051
Increase in creditors	11,754	26,432
<i>Net cash(used in)/provided by operating activities</i>	(242,229)	119,822

**Table 2: Analysis of cash and cash equivalents**

	2016 £	2015 £
Cash at bank or on hand	1,642,996	1,891,810
<b>Total cash and cash equivalents</b>	1,642,996	1,891,810



## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 1. Accounting Policies

#### 1.1 Basis of preparation and assessment of going concern

The financial statements have been prepared under the Church Accounting Regulations 2006 as far as currently applicable, in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

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 Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to 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 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Unless otherwise stated in the relevant note(s), these financial statements have been prepared under the historical cost convention, with items recognised at cost or transaction value.

Under FRS 102, the PCC falls within the definition of a public benefit entity.

#### 1.2 Income

##### *Income from donations and legacies*

Donations and planned giving are recognised when received. Income tax recoverable on Gift Aid donations is recognised when income is receivable, provided that income tax is reasonably certain to be recovered.

##### *Grants receivable and endowments*

Grants are recognised when the conditions for receipt have been met. Income from endowments is included within unrestricted funds or restricted in accordance with the terms of the endowment.

##### *Income from investments*

Investment income is accounted for in the period in which it is earned and when the amount can be measured reliably.

Surplus funds are invested in interest bearing (or equivalent) deposits, mainly with major financial institutions to minimise market risk and credit risk, or with deposit-taking charities.

##### *Church activities*

Catering and other sales represent the amount received for meals and other goods and services, net of VAT where applicable.

##### *Other income*

Other income is accounted for on a receipts basis.

#### 1.3 Recognition of expenditure

##### *Recognition of liabilities*

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the church to that expenditure, it is probable that settlement will be required and the amount of the obligation can be recognised and measured reliably. Accordingly, accruals, creditors and provisions are recognised where the church has a present obligation resulting from a past event and where the future outflow of funds to a third party is probable. The amounts recognised include allowances for any applicable trade discounts likely to be taken up.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### *Grants payable*

Grants and donations for the financial year are accounted for when a decision has been taken to support a particular ministry.

### *Ministry Support Expenditure*

Expenditure is accounted for on an accruals basis.

### *Allocation of expenditure*

Support costs have been allocated to the different categories of expenditure according to the estimated staff time involved and/or costs incurred. It is not considered appropriate to allocate support costs relating to grant-making activities separately from those relating to other church activities. The allocation of support costs is shown in Note 7.

### *Governance costs*

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include the statutory audit and legal fees together with any relevant apportionment of overhead and support costs. In accordance with FRS 102 these costs have been included within the overall support costs shown in Note 8.

### *Allocation of Governance costs*

Given the stated objectives and activities of the PCC, and both the indivisible nature of the church's activities as well as the relative cost of governance to these activities, it is not considered appropriate to allocate governance costs across the activities of the church. The total cost for the year is shown in Note 8.

### *Pension Costs*

The pension costs charged in the financial statements represent the contributions payable by the church during the year to defined contribution schemes, in accordance with FRS 102. The church also participates in a defined benefit pensions scheme (the Church of England Funded Pension Scheme) (see Note 9).

## 1.4 Fund accounting

### *Unrestricted funds*

Unrestricted funds represent the funds of the PCC that are not subject to any restriction on their use.

The Fixed Asset Fund, included as a designated fund, represents the net book value of fixed assets which were acquired with unrestricted funds.

### *Restricted funds*

Restricted funds are the funds which have been donated for specific purposes. The purpose and use of the restricted funds are set out in Note 15 to the financial statements.

## 1.5 Tangible fixed assets

### *Consecrated land and buildings and movable church furnishings*

Consecrated and beneficed property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act 2011. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. These movable church furnishings are listed in the Church Inventory which can be inspected at the Church Office. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off when incurred.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### *Other tangible fixed assets*

Other tangible fixed assets are stated at cost less depreciation and provisions for impairment in value. Depreciation is provided, on a straight line basis, for all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives, as follows:

- Fixtures & fittings, church equipment, catering fixtures and office equipment: 20.00%
- Computer equipment: 33.30%

### 1.6 Current Assets

#### *Book stocks*

Book stocks are valued at the lower of cost and net realisable value.

#### *Debtors*

Debtors include prepayments and amounts due to the church. They are recognised at either the settlement or prepaid amount.

#### *Cash at bank or on hand*

Cash at bank or on hand includes cash, demand deposits or other cash equivalents. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

#### *Financial instruments*

The only financial instruments held by the PCC are cash or cash equivalents. These are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date. Where applicable, the statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

### 1.7 Taxation

The church, as a registered charity, is generally not liable to taxation on its surplus or capital gains. It is not, however, exempt from VAT. Certain of the church's activities are exempt from or outside the scope of VAT. Accordingly, the church is unable to reclaim all input VAT suffered. Irrecoverable VAT is included in the cost of those items to which it relates.

## 2. Income from donations and legacies

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Donations via Gift Aid	1,374,285	68,135	1,442,420	1,631,034
Income tax recoverable	350,802	19,169	369,971	412,206
Other tax efficient giving	281,123	49,491	330,614	315,062
Trust income	161,618	10,804	172,422	144,016
General collections and donations	282,617	57,146	339,763	289,456
Grant receipts	4,000	-	4,000	59,811
<b>Total funds carried forward</b>	<b>2,454,445</b>	<b>204,745</b>	<b>2,659,190</b>	<b>2,851,585</b>

Buildings insurance (excluding terrorism insurance) is paid for by the City Churches Grants Committee.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 3. Income from charitable activities

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Donations towards catering costs	45,003	3,059	48,062	52,228
Charged catering sales	41,247	1,882	43,129	39,357
Book and media sales	21,875	3,122	24,997	25,245
RML workbook sales	3,425	240	3,665	2,788
Church guide books	1,799	-	1,799	1,283
Book royalties	1,458	68	1,526	5,128
Weekends away and conferences	366,824	8,655	375,479	345,884
	481,631	17,026	498,657	471,913

### 4. Income from other trading activities

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Parochial Fees (weddings and baptisms)	4,273	-	4,273	3,760
Hire of church premises	6,650	-	6,650	4,085
Other rental income	62,652	-	62,652	47,870
	73,575	-	73,575	55,715

### 5. Investment income

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Bank interest	1,762	-	1,762	1,972
Other interest	-	-	-	18
	1,762	-	1,762	1,990

### 6. Other income

	Unrestricted funds	Restricted funds	Total funds 2016	Total funds 2015
	£	£	£	£
Reimbursement of professional fees	113,602	-	113,602	-
Sundry income	24,522	19,233	43,755	48,160
	138,124	19,233	157,357	48,160

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 7. Expenditure on charitable activities

#### 7.1 Grant payments

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Total funds 2015 £
Missionary giving	115,429	27,100	142,529	127,363
UK Support	22,371	4,962	27,333	50,000
Training for ministry	21,250	-	21,250	8,950
Other giving	10,950	18,103	29,053	35,431
<b>Total grant payments</b>	<b>170,000</b>	<b>50,165</b>	<b>220,165</b>	<b>221,744</b>
<b>Missionary giving</b>				
East End Outreach	-	22,344	22,344	22,344
Crosslinks	10,992	4,756	15,748	10,992
Interserve	7,200	-	7,200	6,600
Serving in Mission	9,900	-	9,900	7,320
East Asian Ministry	23,850	-	23,850	23,850
OMF	13,320	-	13,320	12,465
French-Speaking Europe	19,375	-	19,375	13,000
Sub-Saharan Africa	25,792	-	25,792	25,792
George Whitefield College	5,000	-	5,000	5,000
	<b>115,429</b>	<b>27,100</b>	<b>142,529</b>	<b>127,363</b>
<b>UK Support</b>				
Euston Church	15,038	4,962	20,000	25,000
Grace Church Greenwich	-	-	-	25,000
UK Mission	7,333	-	7,333	-
	<b>22,371</b>	<b>4,962</b>	<b>27,333</b>	<b>50,000</b>
<b>Training for ministry</b>				
Chinese ministry	650	-	650	650
Bangladeshi ministry	15,000	-	15,000	7,300
Latvian ministry	4,000	-	4,000	-
Other future ministry support	1,600	-	1,600	1,000
	<b>21,250</b>	<b>-</b>	<b>21,250</b>	<b>13,483</b>
<b>Other giving</b>				
Chinese ministry	10,000	-	10,000	15,875
Singapore	-	525	525	2,437
SIM Bangladesh appeal	-	1,894	1,894	946
U-Turn (South Africa)	-	7,832	7,832	7,196
Grants to St Peter-upon-Cornhill	534	664	1,198	-
Relief Collection for Syrian Christians	-	1,894	1,894	6,677
Other	416	5,294	5,710	2,300
	<b>10,950</b>	<b>18,103</b>	<b>29,053</b>	<b>35,431</b>

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 7. Expenditure on charitable activities (continued)

#### 7.2 Ministry costs

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Total funds 2015 £
<b>Diocesan Common Fund</b>	69,100	-	69,100	63,800
<b>Ministry expenses</b>				
Ministry staff salaries and social security costs	1,035,604	71,669	1,107,273	1,129,700
Ministry staff pension costs	170,144	11,681	181,825	181,190
Ministry staff expenses	47,783	6,582	54,365	59,260
Ministry staff training	602	-	602	1,228
Associate and SMA grants	18,475	-	18,475	25,427
Associate and SMA training	5,100	7,260	12,360	12,528
Associate and SMA expenses	26,037	-	26,037	23,450
Associate and SMA accommodation costs	103,167	-	103,167	89,136
Clergy accommodation costs	158,112	10,193	168,305	131,979
	1,565,024	107,385	1,672,409	1,653,898
<b>Ongoing Building expenses</b>				
Church building & office running costs	165,486	7,080	172,566	126,165
Fashion Street running costs	-	1,201	1,201	1,596
	165,486	8,281	173,767	127,761
<b>Costs of events and additional activities</b>				
Book and media purchases	20,421	1,417	21,838	24,367
RML workbooks	3,745	-	3,745	2,967
Catering expenses	68,943	10,594	79,537	74,941
Catering fixtures & fittings depreciation	22,996	-	22,996	21,226
Weekends away	419,186	10,259	429,445	403,327
Other events and activities	25,785	14,907	40,692	36,151
Church equipment depreciation	18,786	-	18,786	24,881
	579,862	37,177	617,039	587,860
<b>Other direct ministry costs</b>				
Speakers' honoraria	5,709	1,262	6,971	8,072
Cleaning and housekeeping	7,824	136	7,960	10,940
Ministry venue rent	21,480	37,649	59,129	80,055
	35,013	39,047	74,060	99,067
<b>Support costs</b>				
Allocated support costs (Note 8)	856,000	9,289	865,289	675,146
<b>Total ministry costs</b>	3,270,485	201,179	3,471,664	3,207,532

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 8. Support costs

	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Total funds 2015 £
<b>Ministry support staff costs</b>				
Ministry Support staff salaries and social security costs	479,976	4,301	484,277	458,683
Ministry Support staff pension costs	66,442	604	67,046	63,264
Ministry Support staff expenses	16,729	23	16,752	15,457
	563,147	4,928	568,075	537,404
<b>Office costs</b>				
Printing, postage and stationery	10,150	1,135	11,285	13,160
Office maintenance and insurance	13,457	383	13,840	10,576
Telephone	12,057	-	12,057	13,041
Computer expenses	15,536	2,751	18,287	17,018
Computer equipment depreciation	9,255	-	9,255	10,199
Office equipment	737	-	737	120
Office equipment depreciation	5,182	-	5,182	8,777
Other office costs	976	-	976	894
	67,350	4,269	71,619	73,785
<b>Professional and other costs</b>				
Consultancy fees	206,783	-	206,783	44,735
Parochial fees	3,208	-	3,208	3,572
Payroll agency charges	2,263	-	2,263	2,346
Bank charges	3,217	92	3,309	3,918
Audit fee	10,032	-	10,032	9,386
	225,503	92	225,595	63,957
<b>Total support costs</b>	<b>856,000</b>	<b>9,289</b>	<b>865,289</b>	<b>675,146</b>
<b>Allocation of support costs</b>				
The support costs above have been allocated to underlying activities as follows:				
Ministry costs (Note 7.2)	856,000	9,289	865,289	675,146
<b>Total support costs</b>	<b>856,000</b>	<b>9,289</b>	<b>865,289</b>	<b>675,146</b>

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 9. Total expenditure

	Staff costs	Depreciation	Other costs	Total funds	Total funds
				2016	2015
	£	£	£	£	£
Grant payments (Note 7.1)	-	-	220,165	220,165	221,744
Ministry costs (Note 7.2)	1,672,409	41,782	892,184	2,606,375	2,532,386
Ministry support costs	568,075	14,437	282,777	865,289	675,146
	<u>2,240,484</u>	<u>56,219</u>	<u>1,395,126</u>	<u>3,691,829</u>	<u>3,429,276</u>

Staff costs and employee benefits can be analysed as follows:

	2016	2015
	£	£
<b>Staff costs</b>		
Wages and salaries	1,456,158	1,452,805
Social security costs	135,392	135,578
Pension costs	248,871	244,454
Cost of Associate and SMA schemes	160,039	150,541
Staff expenses (incl. accommodation costs)	240,024	207,924
	<u>2,240,484</u>	<u>2,191,302</u>

	2016	2015
	£	£
<b>Other costs</b>		
Grant payments	220,165	221,744
Diocesan Common Fund	69,100	63,800
Office costs	71,619	73,785
Premises costs	232,896	207,816
Cost of events, trading and weekends away	598,253	541,789
Professional costs	225,595	63,957
Miscellaneous costs (including depreciation)	33,717	65,083
	<u>1,451,345</u>	<u>1,237,974</u>

#### Pension costs

Pension costs include £191,890 (2015: £191,605) of contributions made to defined contribution schemes.

At the end of the year, a liability of £20,373 (2015: £25,233) was recognised for this scheme.

The remaining £56,981 (2015: £52,849) of pension costs relate to contributions to a defined benefit scheme which is operated by the Church of England Funded Pension Scheme for the 7 (2015: 6) members of clergy funded by St Helen's. The church does not have any related pension assets or liabilities to disclose in relation to this scheme.

#### Employee numbers

The average number of full-time equivalent employees, analysed by function, was:

- Church activities: 28 (2015: 30); and
- Ministry support: 18 (2015: 18).

The table below shows the number of higher paid staff with emoluments falling in the following range. Emoluments include salary and taxable benefits in kind and other payments to employees.

	2016	2015
	No.	No.
£60,000 to £69,999	<u>1</u>	<u>1</u>



## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 10. Transfers between general and offsite ministry funds

Transfers to offsite ministry restricted funds were as follows:

	Covent Garden Talks	2016 Total Transfers	2015 Total Transfers
	£	£	£
Expenses and staff costs	45,754	45,754	129,191
Less portion of costs covered by funds raised or held	(24,210)	(24,210)	(97,503)
Total transfers between funds	21,544	21,544	31,688

### 11. Tangible fixed assets

	<i>Ministry related</i>				Office equipment	Computer equipment	Total
	Fixtures and fittings	Catering equipment and fittings	Church equipment	Ministry related subtotal	£	£	£
	£	£	£	£	£	£	£
<b>Cost or valuation</b>							
At beginning of the year	18,144	156,837	197,693	372,674	85,607	81,013	539,294
Additions	-	4,836	-	4,836	-	1,750	6,586
At the end of the year	18,144	161,673	197,693	377,510	85,607	82,763	545,880
<b>Depreciation and impairments</b>							
At beginning of the year	18,144	111,958	160,489	290,591	71,145	61,198	422,934
Depreciation	-	22,996	18,786	41,782	5,182	9,255	56,219
At the end of the year	18,144	134,954	179,275	332,373	76,327	70,453	479,153
<b>At end of the year</b>							
Net book value at the beginning of the year	-	44,879	37,204	82,083	14,462	19,815	116,361
Net book value at the end of the year	-	26,719	18,418	45,137	9,280	12,310	66,727

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 12. Book Stock

	2016	2015
	£	£
Books for resale	18,485	11,112

### 13. Debtors

	2016	2015
	£	£
Income tax recoverable	63,670	47,170
Staff loans	4,617	6,672
Prepayments	23,310	31,688
Accrued income	3,429	5,547
Other debtors	2,678	5,087
	97,704	96,164

### 14. Creditors: amounts falling due within one year

	2016	2015
	£	£
Trade creditors	63,992	43,280
Taxation and social security costs	28,138	31,731
Other creditors	34,032	32,947
Annual leave accrual	20,922	22,197
Accruals	56,489	62,715
Deferred income	23,912	22,861
	227,485	215,731

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 15. Restricted funds

	At 1 January 2016	Incoming resources	Expenditure	Transfers	At 31 December 2016
	£	£	£	£	£
Church Planting Fund ( <i>formerly known as the Re:GENERATION Appeal</i> )	18,423	-	-	-	18,423
British Land	171,926	-	(6,567)	-	165,359
The Sherwoods Appeal	7,074	-	-	-	7,074
SIM Bangladesh December Carol Services	1,849	2,346	(1,894)	-	2,301
U-Turn Appeal (South Africa)	1,536	8,596	(7,831)	-	2,301
Latvian Ministry	776	-	(776)	-	-
East End / Sylheti Outreach	1,366	53,023	(48,263)	-	6,126
Covent Garden Talks	-	24,210	(45,754)	21,544	-
Euston Church	4,961	-	(4,961)	-	-
Crossway Stratford Church Plant	-	79,312	(72,540)	-	6,772
Paddington Talks	1,490	10,401	(5,945)	-	5,946
Music Student Ministry	20,725	15,663	(12,086)	-	24,302
Chinese Ministry	20,527	10,266	(16,931)	-	13,862
Crossing Church Singapore	75	900	(525)	-	450
South East Gospel Partnership	1,820	30,888	(20,017)	-	12,691
Relief Collection for Syrian Christians	2,449	5,397	(7,252)	-	594
	254,997	241,002	(251,344)	21,544	266,201

The Church Planting Fund was not utilised during the year, following the grant made in 2015 to Grace Church Greenwich. Further utilisation of the fund will be considered in 2017. PCC member Andrew Sach is a trustee and minister of Grace Church, which is a separate registered charity.

Financial responsibility for The Euston Church was transferred to an independent charity during 2015. The outstanding balance in the fund was adjusted during the year, as shown above and, in addition, the PCC made a grant of £20,000 to the Euston Area Ministry from the General Fund. This is recorded in note 7.1.

The British Land fund may be applied to refurbishment work on the external fabric of St Helen's or St Andrew's churches. To the extent that the fund remains unused after 50 years from 12 May 2005, it may then be used by the PCC for other purposes.

The deficit incurred during the year by off-site ministry Covent Garden Talks, £21,544, was transferred to the General Fund. Further details are given in Note 10.

The Crossway Stratford Church Plant was established in 2016 and a group from St Helen's Bishopsgate has transferred to form this plant.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 16. Analysis of net assets between funds

Fund balances at 31 December 2016 are represented by:	Tangible fixed assets	Current assets	Current liabilities	Total Funds
<b>Unrestricted Funds</b>				
General Fund	-	1,492,984	(227,485)	1,265,499
Fixed Assets Fund	66,727	-	-	66,727
<b>Total Unrestricted Funds</b>	<b>66,727</b>	<b>1,492,984</b>	<b>(227,485)</b>	<b>1,332,226</b>
<b>Restricted Funds</b>				
British Land Fund	-	165,359	-	165,359
Church Planting Fund	-	18,423	-	18,423
Other Restricted Funds	-	82,419	-	82,419
<b>Total Restricted Funds</b>	<b>-</b>	<b>266,201</b>	<b>-</b>	<b>266,201</b>
<b>Total Funds</b>	<b>66,727</b>	<b>1,759,185</b>	<b>(227,485)</b>	<b>1,598,427</b>

### 17. Related Party Disclosures: Transactions with PCC members and key management personnel

During the year there were 47 PCC members (2015: 49). These members donated £679,010 (2015: £586,500) to the PCC. No PCC member held control or significant influence over the affairs of the PCC during the year, nor was any member of the PCC during the year remunerated for being a member. No expenses were reimbursed to the PCC members in the course of their roles as members. Two members or close family members were reimbursed travel and subsistence amounting to £194 (2015: nil) during the year.

Two (2015: 2) PCC members had two (2015: 3) close family members who were also employees of the PCC. The aggregate remuneration paid in the year amounted to £24,447 (2015: £33,657).

Clergy are not employed by the PCC but by the Church Commissioners. The remuneration of the clergy is in accordance with the Stipend Scale for the Diocese of London and the PCC reimburses the majority of their employment costs via the Diocese of London. In addition, ordained Clergy are provided with living accommodation as part of the requirements of their role. During the year seven PCC members (2015: 6) were part of the ordained clergy. The aggregate amount reimbursed during the year to the Diocese of London in respect of those PCC members amounted to £198,700 (2015: £190,000). Where clergy and/or their spouses incur specific ministry costs, these are reimbursed by the PCC. The PCC incurred accommodation costs (rent, council tax and utilities) during the year in respect of the clergy members amounting to £158,583 (2015: £122,430). During 2016, the total ministry costs reimbursed, mainly travel and subsistence, amounted to £5,994 (2015: £5,075).

The PCC defines 'Key Management Personnel' ('KMP') as the seven clergy plus the Church Manager and one non-ordained ministry leader. The pay, benefits and expenses of the clergy are dealt with above. The pay and benefits of the other key management personnel is set annually by the PCC's Finance Committee, in relation to the church's salary bands and the individual needs of the employee. Salary bands are benchmarked against other charities, churches and key worker roles on a periodic basis. In 2016 this group, including a close family member also employed by the PCC, received remuneration of £125,155 (2015: £113,221). They also reclaimed ministry expenses, mainly travel and subsistence, from the PCC for £2,629 (2015: £5,012).

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 18. Transactions with other charities

#### Great St Helen's Trust (GSHT) (registered charity no. 1089919)

- GSHT provides support for Christian ministry in London.
- Key Management Person, Church Manager Mr B O'Donoghue, is a trustee of GSHT.
- The GSHT provided living accommodation for members of the clergy (PCC members) (2016: 5; 2015:6) and for ministry associates. The total rent paid for the year was £208,103 (2015: £167,973). The PCC paid £34,250 (2015:£15,910) to GSHT for use of office and shop space during the year.
- GSHT covered the stipend costs of the Rector (PCC member) for the year.
- GSHT made a grant of £130,000 (2015: 130,000) to the PCC during the year and this is included in unrestricted trust income (Note 2).

#### St Nicholas Cole Abbey (SNCA) (registered charity no. 1147429)

- SNCA provides evangelistic lunchtime ministry talks and generally supports workplace ministry in Central London.
- PCC and clergy member Rev C Fishlock, PCC members Mr A Wales and Mr R Tett are trustees of SNCA and Key Management Person, Church Manager Mr B O'Donoghue was a trustee until 16 October 2016.
- From January 2016 to the end of July 2016, the PCC used 21 Fleet Street, a property owned by SNCA, to house its Covent Garden Talks ministry and paid SNCA rent of £1,390 for that use.
- At the end of 2015, the PCC transferred its former offsite ministries, Fleet Street Talks and London Bridge Talks to SNCA. Some donors who had originally committed to support these ministries continued to pay their donations directly to the PCC, rather than to SNCA as requested. These donations amounted to £9,652 for 2016 and were paid over in full to SNCA by the end of February 2017.
- As part of the arrangements for the transfer of the above two ministries, SNCA agreed to pay the PCC £11,552 to cover the net deficit incurred by the PCC in 2015 on its restricted fund for these ministries. The PCC also agreed to make a grant of £10,000 to SNCA in 2016 in support of the latter's workplace ministry. These two items were settled during the year.

#### Christian Events (CE) (registered charity no. 1122012)

- CE organises conferences aimed at supporting local churches in their mission outreach.
- PCC member Mr S Johnson is a trustee of Christian Events (CE).
- The PCC paid CE fees of £3,070 (2015: Nil) during the year, for the services of an associate of CE to assist in organising a Bible study group at St Helen's.

#### Parochial Church Council of St Peter upon Cornhill (SPC) (exempted from registration by the Charities Commission)

- St Helen's PCC members Rev W Taylor and Mr S Congdon and Key Management Person, Church Manager Mr B O'Donoghue are members of SPC's PCC.
- St Helen's uses the SPC church building for various small group ministries and to provide workspace for Associates. No rent is paid by the St Helen's for this use.
- During the year, St Helen's incurred the following costs in respect of its use of SPC's church building:
  - Payment to the Diocese of London for SPC's Common Fund allocation: £25,900.
  - Utility bills: £6,383.
  - Building maintenance and housekeeping costs: £16,971.

## Notes to the Financial Statements

For the reporting period ended 31 December 2016

### 19. Statement of Financial Activities (Comparatives)

	Unrestricted funds	Restricted funds	Total funds	Further details
	2015	2015	2015	Note
	£	£	£	
<b>Income and endowments from:</b>				
Donations and legacies	2,592,123	259,462	2,851,585	2
Charitable activities	459,570	12,343	471,913	3
Other trading activities	55,715	-	55,715	4
Investments	1,990	-	1,990	5
Other income	33,938	14,222	48,160	6
<b>Total income</b>	<b>3,143,336</b>	<b>286,027</b>	<b>3,429,363</b>	
<b>Expenditure on:</b>				
Charitable activities	3,018,146	411,130	3,429,276	9
<b>Total expenditure</b>	<b>3,018,146</b>	<b>411,130</b>	<b>3,429,276</b>	
<b>Net income/(expenditure)</b>	<b>125,190</b>	<b>(125,103)</b>	<b>87</b>	
<b>Transfers between funds</b>	<b>(32,113)</b>	<b>32,113</b>	<b>-</b>	
<b>Net movement in funds</b>	<b>93,077</b>	<b>(92,990)</b>	<b>87</b>	
<b>Reconciliation of funds:</b>				
Total funds brought forward	1,551,641	347,987	1,899,628	
<b>Total funds carried forward</b>	<b>1,644,718</b>	<b>254,997</b>	<b>1,899,715</b>	

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## **Independent Auditor's Report**

**To the Parochial Church Council of the Parish of St Helen Bishopsgate with St Andrew Undershaft and St Ethelburga Bishopsgate and St Martin Outwich and St Mary Axe**

We have audited the financial statements of St Helen's Church for the reporting period ended 31 December 2016 which comprises of the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102)" as published on 16 July 2014.

This report is made solely to the members of the PCC (who are trustees for the purposes of charity legislation), as a body, in accordance with regulations made under section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the members of the PCC those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the church and the members of its PCC as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of the members of the Parochial Church Council and auditor**

As explained more fully in the Statement of PCC Members' Responsibilities, the members are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the church's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the members of the PCC; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the PCC report to identify material inconsistencies with the financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of:

- whether the accounting policies are appropriate to the church's circumstances and have been consistently applied and adequately disclosed;
- the reasonableness of significant accounting estimates made by the members of the PCC; and
- the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the PCC Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge acquired by us, in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

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## Independent Auditor's Report

To the Parochial Church Council of the Parish of St Helen Bishopsgate with St Andrew Undershaft and St Ethelburga Bishopsgate and St Martin Outwich and St Mary Axe

### Opinion on financial statements

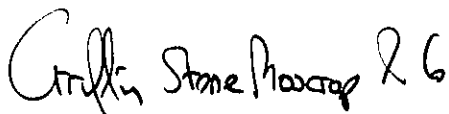
In our opinion the financial statements:

- give a true and fair view of the state of the church's affairs as at 31 December 2016, and of its incoming resources and application
- of resources, For the reporting period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the PCC Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.



GRIFFIN STONE MOSCROP & CO  
Statutory Auditor

11 April 2017

21-27 Lamb's Conduit Street  
LONDON WC1N 3GS

Griffin Stone Moscrop & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.