

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 ended 31 December 2018

**Charity Registration Number 1131501**

## PCC Annual Report

for the year ended 31 December 2018

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### Officers

Rector	The Reverend W Taylor
Associate Rector	The Reverend C Skrine
Curates	The Reverend Dr A Glyn The Reverend M Mantle
Church Wardens	Mr J Anderson Mr R Anderson Mr R Andrews Mr A Ross Mr P Simpkin Mr R Tett
Secretary	Mr A Wales
Treasurer	Mr J 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 2018

Since 1 January 2018 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 Dr A Glyn	
Rev M Mantle	
Rev C Skrine	
Mr J Anderson	Vice Chairman, Treasurer and Warden
Mr R Anderson	Warden
Mr A Ross	Warden
Mr P Simpkin	Warden
Mr R Tett	Warden
Mr R Andrews	Warden
Ms N Breckwoldt	
Ms L Brock	
Miss D Buggs	Until 17 April 2018
Mr C Campbell	
Mr J Carr	Until 30 April 2018
Mr T Catt	Until 30 April 2018
Mr S Congdon	
Mrs S Finch	
Dr G Haire	
Dr M Hall	From 30 April 2018
Mr S Harbage	
Mr J Houghton	
Mr C Kasenene	
Mr R Keep	
Mrs C Lau	From 1 August 2018
Mr C Longden	From 1 August 2018
Miss K Malcolm	
Dr M Maruthappu	From 30 April 2018
Miss O Momoh	
Mr Y Monclair	
Mr S McGowan	
Mr D Nartey	From 30 April 2018
Ms M Nikoi	
Ms M Okine	From 30 April 2018
Mr J Pulman	
Mr G Silk	
Mrs J Sondhi	Until 30 April 2018
Mr L Swatman	
Mr P Swift	
Dr Y-C Teh	
Mr A Thomas	Until 30 April 2018
Mr M Thorpe	
Miss S Too	
Dr S Trowbridge	From 30 April 2018
Miss H Tyler	
Mr D Vinton	
Mr A Wales	Secretary
Mr T Webster	
Mr B Wong	

In addition, Miss E Davison was Electoral Roll Officer and Mr P Desmond was Bookstall Manager.

## **PCC Annual Report**

for the year ended 31 December 2018

### **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 Ministry Trainee 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 2018 are set out under the heading 'Review of achievements and performance in 2018' 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 6-7 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 (2017). 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 49 members of the PCC in 2018, 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. Three members of the church staff regularly attend meetings by invitation. In addition to the

## **PCC Annual Report**

**for the year ended 31 December 2018**

statutory standing committee, the PCC has a finance committee, a buildings committee, an IT Committee, an international steering group, 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 offices and to bring issues, which need resolution, to the attention of the PCC, together with recommendations of possible courses of action.
- The international steering group aims to plan strategically all the church's international ministry, including mission partners, overseas ministry trips by staff and inviting people overseas to join the Ministry Trainee Scheme or Cornhill Training Course. The international committee reports to the international steering group, with the aim of sending and supporting our Mission Partners materially and through prayer. The international steering group is responsible for recommendations of potential Mission Partners and levels of financial support for approval by the PCC.
- The IT committee's purpose is to support our Digital Ministry team through advice and guidance. It reviews and helps to develop strategies.
- The safeguarding committee is a source of advice and guidance on safeguarding issues. It assists the PCC in overseeing the safeguarding affairs of the church in accordance with the applicable standards and it brings issues which need resolution to the attention of the PCC, together with recommendations for changes in policy and procedure. The responsibility for safeguarding remains a responsibility of the PCC as a whole, including for the content and implementation of all policies and procedures.
- The UK mission committee's purpose is to assist the PCC in its support of UK partner churches/ministries and to co-ordinate the practical outworking of the PCC's policy for supporting such churches/ministries.

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 2018 the PCC reviewed and updated its risk register and risk mitigation framework. 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

## **PCC Annual Report**

for the year ended 31 December 2018

- 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 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's regular review of 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 7 and forms part of this PCC Report.

### **Review of achievements and performance in 2018 and plans for the future**

A review of achievements and performance in 2018 and plans for the future is set out on pages 6-7.

*Andrew Wales*

23/4/2019

Andrew Wales      8 April 2019  
Secretary

## 2018 Accounts – Financial Review

for the year ended 31 December 2018

### Summary of main achievements

- Overall, 2018 was a stable year for the church's finances, with an Unrestricted Funds deficit of £18,000
- Beyond the stable underlying picture, the headline figure for Total Funds shows a change from a surplus of £470,000 in 2017 to a deficit of £179,000 in 2018
- Two of the larger factors causing this swing were the exceptional income of £255,000 received in 2017 and the £336,000 of essential building repairs needed to St Andrew's in 2018
- The numbers giving financial support to the ministry dropped by 10%, partly due to the delayed impact of church plants and partly due to natural turnover
- However, the actual value of gifts to Unrestricted Funds was almost exactly the same as in 2017 at £2,864,000

We continued to support our mission partners and also gave church growth grants to three smaller UK churches

### *Brief reflections on our achievements in light of our objectives*

As outlined earlier in this report, the various ministry activities continued to bear fruit. As well as continued growth in the bible study groups for workers, students and internationals at St Helen's, it was encouraging that the church plant at Crossway Stratford continued to grow and required no financial support from the St Helen's PCC. It was also encouraging to see growth in the midweek ministry at Paddington and the start of a new midweek ministry in North Bishopsgate.

St Helen's continued to support the ministry of St Michael's Cornhill. Staff members led ministry activities and services, with the costs covered by St Helen's; volunteer time was also provided.

On the income side, total numbers giving through the year dropped by 10% compared to 2017. This was in part due to the impact of the Stratford church plant (with a number of previous givers moving their gifts to Crossway Stratford during 2017). However, the overall value of regular and one-off gifts to Unrestricted Funds, including tax reclaims, was only £3,000 lower than the previous year, at £2,864,169.

Costs in Unrestricted Funds were up about £301,000, of which £171,044 was due to the urgent building work required at St Andrew Undershaft. An additional amount of £165,359 was spent on St Andrew's from the British Land Fund.

The Net Movement of Funds was a deficit of £17,691 in Unrestricted Funds and £161,688 in Restricted Funds, making a total deficit of £179,379.

During the year the PCC received a generous legacy of £10,000. Towards the end of 2018, the Rector and Churchwardens (rather than the PCC) were also informed of a legacy of three properties in the East End of London left to them and expected to be received in 2019. No plans have yet been made, since Probate has not yet been granted, but the gift is especially welcome since further building repairs will be needed in 2019 and 2020.

### *Continuing the work*

The generous financial support for the ministry during the year enabled us to undertake a wide range of activities:

- *Reach Out:* We supported outreach in workplaces, colleges and local communities. We provided additional support to the mid-week ministry in Covent Garden and the ministry at St Michael Cornhill.
- *Build Up:* We maintained a regular programme of services, small groups, prayer meetings and other activities. We continued to run programmes 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 Anglican churches to help them grow new ministries.

## 2018 Accounts – Financial Review

for the year ended 31 December 2018

### *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 comparatively 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 70% of costs are staff-related and would take time to reduce.

At the end of 2018 the church's total funds were £1,888,916 (2017: £2,068,295) of which £1,752,232 was in unrestricted funds and £136,684 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.

£30,027 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. Given our reliance on donor income, and the level of one-off gifts we received in 2018, the PCC remains comfortable with the current level of reserves.

### *Future plans*

In 2019, 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 2018 but with an expanded ministry being planned in Paddington and Bishopsgate North. We also hope to continue to strengthen church growth in other parts of the UK 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 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

8 April 2019

Treasurer

### **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 year ended 31 December 2018

	Unrestricted funds £	Restricted funds £	Total funds 2018 £	Prior period Total funds 2017 £	Further details Note
<b>Income and endowments from:</b>					
Donations and legacies	2,955,669	275,379	3,231,048	3,204,634	2
Charitable activities	477,168	4,541	481,709	512,074	3
Other trading activities	63,050	-	63,050	76,379	4
Investments	9,567	-	9,567	2,206	5
Other income	84,613	9,881	94,494	309,195	6
<b>Total income</b>	<b>3,590,067</b>	<b>289,801</b>	<b>3,879,868</b>	<b>4,104,488</b>	
<b>Expenditure on:</b>					
Charitable activities	3,594,183	465,064	4,059,247	3,634,620	9
<b>Total expenditure</b>	<b>3,594,183</b>	<b>465,064</b>	<b>4,059,247</b>	<b>3,634,620</b>	
<b>Net (expenditure)/income</b>	<b>(4,116)</b>	<b>(175,263)</b>	<b>(179,379)</b>	<b>469,868</b>	
<b>Transfers between funds</b>	<b>(13,575)</b>	<b>13,575</b>	<b>-</b>	<b>-</b>	15
<b>Net movement in funds</b>	<b>(17,691)</b>	<b>(161,688)</b>	<b>(179,379)</b>	<b>469,868</b>	
<b>Reconciliation of funds:</b>					
Total funds brought forward	1,769,923	298,372	2,068,295	1,598,427	
<b>Total funds carried forward</b>	<b>1,752,232</b>	<b>136,684</b>	<b>1,888,916</b>	<b>2,068,295</b>	

## Balance Sheet

As at 31 December 2018

	2018	2017	
	£	£	
<b>Fixed Assets</b>			
Tangible assets	30,027	26,543	11
<b>Total fixed assets</b>	<b>30,027</b>	<b>26,543</b>	
<b>Current Assets</b>			
Book stocks	17,258	19,577	12
Debtors	113,690	93,109	13
Cash at bank or on hand	2,054,569	2,200,463	
<b>Total current assets</b>	<b>2,185,517</b>	<b>2,313,149</b>	
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	326,628	271,397	14
<b>Net current assets</b>	<b>1,858,889</b>	<b>2,041,752</b>	
<b>Total assets less current liabilities</b>	<b>1,888,916</b>	<b>2,068,295</b>	16
<b>The funds of the charity</b>			
Restricted income funds	136,684	298,372	15
Unrestricted funds:			
Fixed Asset Fund	30,027	26,543	
General Fund	1,722,205	1,743,380	
<b>Total unrestricted funds</b>	<b>1,752,232</b>	<b>1,769,923</b>	
<b>Total charity funds</b>	<b>1,888,916</b>	<b>2,068,295</b>	

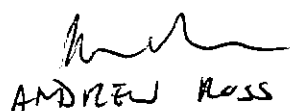
The financial statements on pages 8-10 and the notes on pages 11-26 were approved by the Parochial Church Council on 8 April 2019 and signed on its behalf by:

  
Rev W Taylor

Chairman 8 April 2019

  
Mr J Anderson

Treasurer 8 April 2019

  
ANDREW ROSS

Churchwarden 8 April 2019

## Statement of Cash Flows

For the year ended 31 December 2018

	Note	Total Funds 2018 £	Total Funds 2017 £
<b>Cash flows from operating activities:</b>			
<i>Net cash (used in)/ provided by operating activities</i>	Table 1	(126,569)	558,339
<b>Cash flows from investing activities:</b>			
Purchase of property, plant and equipment		(19,325)	(872)
<i>Net cash used in investing activities</i>		(19,325)	(872)
<i>Change in cash and cash equivalents in the reporting period</i>		(145,894)	557,467
Cash and cash equivalents at the beginning of the reporting period	Table 2	2,200,463	1,642,996
<i>Cash and cash equivalents at the end of the reporting period</i>	Table 2	2,054,569	2,200,463

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

	2018 £	2017 £
<i>Net (expenditure)/income for the reporting period (as per the statement of financial activities)</i>	(179,379)	469,868
<b>Adjustments for:</b>		
Depreciation charges	15,841	41,056
(Increase)/decrease in book stocks	2,319	(1,092)
(Increase)/decrease in debtors	(20,581)	4,595
Increase in creditors	55,231	43,912
Net cash provided by (used in) operating activities	(126,569)	558,339

Table 2: Analysis of cash and cash equivalents

	2018 £	2017 £
Cash at bank or on hand	2,054,569	2,200,463
<i>Total cash and cash equivalents</i>	2,054,569	2,200,463

## Notes to the Financial Statements

For the year ended 31 December 2018

### 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. Income from legacies is recognised when its receipt becomes probable following the grant of probate.

##### *Grants receivable and endowments*

Grants are recognised when the conditions for receipt have been met. Income from endowments is included within unrestricted or restricted funds 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 or with deposit-taking charities, to minimise market and credit risks.

##### *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 year ended 31 December 2018

### *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. Governance costs are included in Support Costs 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 year ended 31 December 2018

### 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: 33.33%

### 1.6 Current Assets

#### Book stocks

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

#### Debtors

Debtors amounts due to the church and prepayments. 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 2018	Total funds 2017
	£	£	£	£
Donations via Gift Aid	1,420,427	155,338	1,575,765	1,681,429
Income tax recoverable	356,919	37,849	394,768	423,963
Other tax efficient giving	625,647	33,116	658,763	447,749
Trust income	139,168	10,450	149,618	146,338
General collections and donations	322,008	38,626	360,634	471,507
Grant receipts	81,500	-	81,500	20,250
Legacies	10,000	-	10,000	13,398
	<b>2,955,669</b>	<b>275,379</b>	<b>3,231,048</b>	<b>3,204,634</b>

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

Grant receipts include an unrestricted grant of £60,000 (2017: nil) from the Trust for London, on the recommendation of the City Churches Grants Committee.

## Notes to the Financial Statements

For the year ended 31 December 2018

### 3. Income from charitable activities

	Unrestricted funds	Restricted funds	Total funds 2018	Total funds 2017
	£	£	£	£
Donations towards catering costs	44,732	1,152	45,884	47,146
Charged catering sales	19,618	1,328	20,946	28,067
Book and media sales	18,559	1,729	20,288	23,057
RML workbook sales	2,649	-	2,649	2,768
Church guide books	1,241	-	1,241	1,213
Book royalties	2,240	-	2,240	1,714
Weekends away and conferences	388,129	332	388,461	408,109
	477,168	4,541	481,709	512,074

### 4. Income from other trading activities

	Unrestricted funds	Restricted funds	Total funds 2018	Total funds 2017
	£	£	£	£
Parochial Fees (weddings and baptisms)	3,134	-	3,134	12,769
Hire of church premises	4,070	-	4,070	7,250
Other rental income	55,846	-	55,846	56,360
	63,050	-	63,050	76,379

### 5. Investment income

	Unrestricted funds	Restricted funds	Total funds 2018	Total funds 2017
	£	£	£	£
Bank interest	9,567	-	9,567	2,206

### 6. Other income

	Unrestricted funds	Restricted funds	Total funds 2018	Total funds 2017
	£	£	£	£
Rights to light and other exceptional income	61,046	-	61,046	255,000
Sundry income	23,567	9,881	33,448	54,195
	84,613	9,881	94,494	309,195

## Notes to the Financial Statements

For the year ended 31 December 2018

### 7. Expenditure on charitable activities

#### 7.1 Grant payments

	Unrestricted funds £	Restricted funds £	Total funds 2018 £	Total funds 2017 £
Missionary giving	126,218	8,844	135,062	156,508
UK Support	75,175	53,649	128,824	95,666
Training for ministry	16,704	-	16,704	13,300
Other giving	18,915	9,423	28,338	25,439
<b>Total grant payments</b>	<b>237,012</b>	<b>71,916</b>	<b>308,928</b>	<b>290,913</b>
<b>Missionary giving</b>				
East End Outreach	22,344	-	22,344	23,361
Crosslinks	-	8,844	8,844	17,952
Interserve	8,640	-	8,640	7,800
Serving in Mission	5,003	-	5,003	10,000
East Asian Ministry	24,300	-	24,300	24,300
OMF	16,200	-	16,200	19,500
French-speaking Europe	24,063	-	24,063	26,500
Sub-Saharan Africa	20,668	-	20,668	27,095
George Whitefield College	5,000	-	5,000	-
	<b>126,218</b>	<b>8,844</b>	<b>135,062</b>	<b>156,508</b>
<b>UK Support</b>				
Grant to St Peter-upon-Cornhill	49,175	-	49,175	48,300
Grant to St Michael's Cornhill	-	-	-	12,199
Grant to Crossway Stratford	-	53,649	53,649	6,500
UK Mission	26,000	-	26,000	28,667
	<b>75,175</b>	<b>53,649</b>	<b>128,824</b>	<b>95,666</b>
<b>Training for ministry</b>				
Chinese ministry	1,500	-	1,500	1,500
Bangladeshi ministry	7,034	-	7,034	10,200
Latvian ministry	470	-	470	-
Other future ministry support	7,700	-	7,700	1,600
	<b>16,704</b>	<b>-</b>	<b>16,704</b>	<b>13,300</b>
<b>Other giving</b>				
Chinese ministry	14,000	-	14,000	10,000
Singapore	-	850	850	1,463
SIM Bangladesh appeal	-	2,401	2,401	1,387
U-Turn (South Africa)	-	2,401	2,401	7,637
GAFCON	3,475	-	3,475	4,000
Other	1,440	3,771	5,211	952
	<b>18,915</b>	<b>9,423</b>	<b>28,338</b>	<b>25,439</b>

- The grant to the PCC of St Peter upon Cornhill was to help it meet its Diocesan Common Fund and other operational costs.
- The grant to the PCC of St Michael Cornhill in 2017 was in support of ministry activity. St Helen's also gave some of the time of two clergy and various other staff members free of charge to support the ministry at St Michael's.
- The above grant from the restricted fund for the church plant at Crossway Stratford represented the remaining balance in that fund, which was then closed as at 31 December 2018.



## Notes to the Financial Statements

For the year ended 31 December 2018

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

#### 7.2 Ministry costs

	Unrestricted funds £	Restricted funds £	Total funds 2018 £	Total funds 2017 £
Diocesan Common Fund	41,400	-	41,400	43,900
Ministry expenses	1,734,485	160,276	1,894,761	1,758,475
Ongoing Building expenses	252,246	166,780	419,026	199,377
Costs of events and additional activities	603,062	23,798	626,860	634,257
Other direct ministry costs	27,279	41,231	68,510	96,492
Support costs (Note 8)	698,699	1,063	699,762	611,206
<b>Total ministry costs</b>	<b>3,357,171</b>	<b>393,148</b>	<b>3,750,319</b>	<b>3,343,707</b>

#### Diocesan Common Fund

Diocesan Common Fund	41,400	-	41,400	43,900
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#### Ministry expenses

Ministry staff salaries and social security costs	1,207,009	101,070	1,308,079	1,224,123
Ministry staff pension costs	184,016	20,741	204,757	194,699
Ministry staff expenses	55,845	13,565	69,410	38,752
Ministry staff training	1,151	-	1,151	1,259
Ministry trainee grants	13,874	-	13,874	14,407
Ministry trainee training	7,632	-	7,632	9,910
Ministry trainee expenses	4,169	-	4,169	9,055
Ministry trainee accommodation costs	98,046	-	98,046	100,608
Clergy accommodation costs	162,743	24,900	187,643	165,662
	<b>1,734,485</b>	<b>160,276</b>	<b>1,894,761</b>	<b>1,758,475</b>

*The cost of providing accommodation for ministry trainees for the year was £98,046 (2017: £100,608).*

*This was partly offset by rent received from trainees, which amounted to £55,846 (2017: £56,360), giving a net cost for the year of £42,200 (2017: £44,248).*

#### Ongoing Building expenses

Church building & office running costs	81,202	-	81,202	84,836
Church building renovation	171,044	165,359	336,403	113,467
Fashion Street running costs	-	1,421	1,421	1,074
	<b>252,246</b>	<b>166,780</b>	<b>419,026</b>	<b>199,377</b>

*Church building renovation represents the cost of refurbishing the stonework at St Andrew's Undershaft.*

*This major project was started in 2017 and completed in 2018.*

#### Costs of events and additional activities

Book and media purchases	22,746	1,149	23,895	23,857
RML workbooks	3,424	164	3,588	3,011
Catering expenses	91,528	8,988	100,516	90,603
Catering fixtures & fittings depreciation	5,143	-	5,143	14,315
Weekends away	447,305	1,332	448,637	456,591
Other events and activities	30,978	12,165	43,143	29,710
Church equipment depreciation	1,938	-	1,938	16,170
	<b>603,062</b>	<b>23,798</b>	<b>626,860</b>	<b>634,257</b>

## Notes to the Financial Statements

For the year ended 31 December 2018

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

#### 7.2 Ministry costs (continued)

##### Other direct ministry costs

Speakers' honoraria	7,885	1,231	9,116	6,364
Cleaning and housekeeping	6,480	161	6,641	6,446
Ministry venue rent	12,914	39,839	52,753	83,682
	27,279	41,231	68,510	96,492

### 8. Support costs

	Unrestricted funds £	Restricted funds £	Total funds 2018 £	Total funds 2017 £
<b>Ministry support staff costs</b>				
Salaries and social security	403,157	-	403,157	416,518
Ministry Support staff pension	61,989	-	61,989	58,807
Ministry Support staff expenses	21,559	-	21,559	14,341
	486,705	-	486,705	489,666
<b>Office costs</b>				
Printing, postage and stationery	10,200	269	10,469	12,874
Office maintenance and insurance	15,305	-	15,305	14,466
Telephone and data	20,000	20	20,020	15,756
Computer and website expenses	31,921	661	32,582	27,969
Computer equipment depreciation	5,779	-	5,779	7,287
Office equipment depreciation	2,981	-	2,981	3,284
Other office costs	3,124	-	3,124	1,056
	89,310	950	90,260	82,692
<b>Professional and other costs</b>				
Consultancy fees	104,245	-	104,245	19,472
Parochial fees	1,608	-	1,608	3,474
Payroll agency charges	2,344	-	2,344	2,329
Bank charges	3,987	113	4,100	3,614
Audit fee	10,500	-	10,500	9,959
	122,684	113	122,797	38,848
<b>Total support costs</b>	698,699	1,063	699,762	611,206
<b>Allocation of support costs</b>				
The support costs above have been allocated to underlying activities as follows:				
Ministry costs (Note 7.2)	698,699	1,063	699,762	611,206
<b>Total support costs</b>	698,699	1,063	699,762	611,206

## Notes to the Financial Statements

For the year ended 31 December 2018

### 9. Total expenditure

	Staff costs	Depreciation	Other costs	Total funds	Total funds
				2018	2017
	£	£	£	£	£
Grant payments (Note 7.1)	-	-	308,928	308,928	290,913
Ministry costs (Note 7.2)	1,894,761	7,081	1,148,715	3,050,557	2,732,501
Ministry support costs	486,705	8,760	204,2987	699,762	611,206
	<u>2,381,466</u>	<u>15,841</u>	<u>1,661,940</u>	<u>4,059,247</u>	<u>3,634,620</u>

	2018	2017
	£	£
<b>Staff costs</b>		
Wages and salaries	1,556,248	1,494,831
Social security costs	154,988	145,810
Pension costs	266,746	253,505
Cost of ministry trainee schemes	123,721	133,980
Staff expenses (incl. accommodation costs)	279,763	220,015
	<u>2,381,466</u>	<u>2,248,141</u>

	2018	2017
	£	£
<b>Other costs</b>		
Grant payments	308,928	290,913
Diocesan Common Fund	41,400	43,900
Office costs	90,260	82,692
Premises costs	478,420	283,059
Cost of events, weekends away and additional activities	624,922	618,087
Professional costs	122,797	38,848
Miscellaneous costs (including depreciation)	11,054	28,980
	<u>1,677,781</u>	<u>1,386,479</u>

#### Pension costs

Pension costs include £204,889 (2017: £195,797) of contributions made to defined contribution schemes.

At the end of the year, a liability of £20,035 (2017: £21,215) was recognised for this scheme.

The remaining £61,857 (2017: £57,709) 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 (2017: 7) members of clergy funded by St Helen's. £9,600 (2017: Nil) has been recharged to another church in respect of one minister who now works full-time for that church. There are no 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: 27 (2017: 30)
- Ministry support: 17 (2017: 16)
- Total : 44 (2017: 46)

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

	2018	2017
	No.	No.
£60,000 to £69,999	-	1
£70,000 to £79,999	<u>1</u>	<u>-</u>

## Notes to the Financial Statements

For the year ended 31 December 2018

10.

### Transfers between general and offsite ministry funds

Transfers to offsite ministry restricted funds were as follows:

	Expenses & Staff Costs	Portion of costs covered by funds raised or held	2018 Total Transfers	2017 Total Transfers
	£	£	£	£
Special Collections	3,770	(2,501)	1,269	-
Gospel Partnership	593	-	593	-
North Bishopsgate	6,533	-	6,533	-
Covent Garden Talks	38,350	(33,170)	5,180	5,164
Crossway Stratford	-	-	-	13,240
Total transfers between funds	49,246	(35,671)	13,575	18,404

### 11. Tangible fixed assets

	<i>Ministry related</i>						
	Fixtures and fittings	Catering equipment and fittings	Church equipment	Subtotal	Office equipment	Computer equipment	Total
	£	£	£	£	£	£	£
<b>Cost or valuation</b>							
At beginning of the year	3,765	120,881	188,158	312,804	58,984	72,588	444,376
Additions	-	143	-	143	-	19,182	19,325
Disposals	-	-	-	-	-	-	-
At the end of the year	3,765	121,024	188,158	312,947	58,984	91,770	463,701
<b>Depreciation and impairments</b>							
At beginning of the year	3,765	108,477	185,910	298,152	52,988	66,693	417,833
Depreciation charge for the year	-	5,143	1,938	7,081	2,981	5,779	15,841
Disposals	-	-	-	-	-	-	-
At the end of the year	3,765	113,620	187,848	305,233	55,969	72,472	433,674
<b>At end of the year</b>							
Net book value at the beginning of the year	-	12,404	2,248	14,652	5,996	5,895	26,543
Net book value at the end of the year	-	7,404	310	7,714	3,015	19,298	30,027

### 12. Book Stock

	2018 £	2017 £
Books for resale	17,258	19,577

## Notes to the Financial Statements

For the year ended 31 December 2018

### 13. Debtors

	2018	2017
	£	£
Income tax recoverable	38,944	54,306
VAT recoverable	230	1,094
Staff loans	1,694	869
Prepayments	59,516	26,276
Accrued income	6,058	7,555
Current accounts with related parties	1,761	36
Other debtors	5,487	2,973
	<hr/>	<hr/>
	113,690	93,109
	<hr/>	<hr/>

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

	2018	2017
	£	£
Trade creditors	50,106	99,467
Taxation and social security costs	32,853	37,657
Other creditors	80,788	22,590
Annual leave accrual	38,356	22,395
Accruals	40,384	55,999
Deferred income	84,141	33,289
	<hr/>	<hr/>
	326,628	271,397
	<hr/>	<hr/>

## Notes to the Financial Statements

For the year ended 31 December 2018

### 15. Restricted funds

#### A) Current Year

	At 1 January 2018	Incoming resources	Expenditure	Transfers	At 31 December 2018
	£	£	£	£	£
Church Planting Fund (formerly known as the Re:GENERATION Appeal)	18,423	-	-	-	18,423
British Land	165,359	-	(165,359)	-	-
SIM Bangladesh December Carol Services	1,428	1,161	(2,401)	-	188
U-Turn Appeal (South Africa)	1,428	1,161	(2,401)	-	188
Latvian Ministry	1,415	-	(470)	-	945
East End / Sylheti Outreach	23,780	39,507	(34,729)	-	28,558
Covent Garden Talks	-	33,170	(38,350)	5,180	-
Crossway Stratford Church Plant	-	160,369	(160,369)	-	-
Paddington Talks	5,701	13,645	(11,392)	-	7,954
North Bishopsgate	-	-	(6,533)	6,533	-
Music Student Ministry	32,495	10,721	(2,723)	-	40,493
Chinese Ministry	21,596	13,396	(3,482)	-	31,510
Crossing Church Singapore	93	850	(850)	-	93
Gospel Partnership	-	-	(593)	593	-
South East Gospel Partnership	25,313	9,378	(26,359)	-	8,332
Mission Minded Conferences 2019	-	5,283	(5,283)	-	-
Special Collections	1,341	1,160	(3,770)	1,269	-
	298,372	289,801	(465,064)	13,575	136,684

- 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. During 2018, the remaining balance of the fund, £165,359, was utilised to partly offset the £336,000 cost incurred in 2018 of completing the refurbishment of the stonework of St Andrew's Undershaft, which commenced in 2017. The fund was closed as at 31 December 2018.
- The deficit incurred during the year by off-site ministry Covent Garden Talks, £5,180, (2017: £5,164) was transferred to the General Fund. Further details are given in Note 10.
- The Crossway Stratford Church Plant fund was set up in 2016, as was the independent charity, Crossway Stratford (charity no. 1172415). A group from St Helen's Bishopsgate transferred to Crossway Stratford in order to establish this plant. Financial responsibility for the latter was gradually transferred to the new charity during 2017 and 2018. The new charity was fully established by the end of 2018 and, as a result, the restricted fund was closed as at 31 December 2018, by making a grant of £53,649, which represented the surplus of income over expenditure which arose in 2018. A payment to settle this liability was made early in 2019.
- In the latter part of 2018 a new lunchtime ministry was established to serve City workers in the northern part of the City. A new restricted fund, North Bishopsgate, was set up to record the income and expenditure of this initiative. No income was received for this fund during the year and the balance of expenditure incurred was transferred to the General Fund. Further details are given in Note 10.
- The Music Student Ministry fund supports Gospel outreach to music students in London. More widely, it also supports the training of musicians for ministry work, either by employing such musicians directly or by providing financial support for their training by other organisations. Due to staff changes, the fund was not heavily used in 2018, but this is expected to change in 2019.

## Notes to the Financial Statements

For the year ended 31 December 2018

### 15. Restricted funds (continued)

#### B) Comparative Year (2017)

	At 1 January 2017	Incoming resources	Expenditure	Transfers	At 31 December 2017
	£	£	£	£	£
Church Planting Fund (formerly known as the Re:GENERATION Appeal)	18,423	-	-	-	18,423
British Land	165,359	-	-	-	165,359
The Sherwoods Appeal	7,074	-	(7,074)	-	-
SIM Bangladesh December Carol Services	2,301	514	(1,387)	-	1,428
U-Turn Appeal (South Africa)	2,301	6,764	(7,637)	-	1,428
Latvian Ministry	-	1,875	(460)	-	1,415
East End / Sylheti Outreach	6,126	47,698	(30,044)	-	23,780
Covent Garden Talks	-	34,139	(39,303)	5,164	-
Crossway Stratford Church Plant	6,772	190,918	(210,930)	13,240	-
Paddington Talks	5,946	5,500	(5,745)	-	5,701
Music Student Ministry	24,302	15,221	(7,028)	-	32,495
Chinese Ministry	13,862	23,591	(15,857)	-	21,596
Crossing Church Singapore	450	1,106	(1,463)	-	93
South East Gospel Partnership	12,691	28,086	(15,464)	-	25,313
Special Collections	594	102	645	-	1,341
	266,201	355,514	(341,747)	18,404	298,372

### 16. Analysis of net assets between funds

Fund balances at 31 December 2018 are represented by:	Tangible fixed assets	Current assets	Current liabilities	Total Funds
<b>Unrestricted Funds</b>				
General Fund	-	2,048,833	(326,628)	1,722,205
Fixed Assets Fund	30,027	-	-	30,027
<b>Total Unrestricted Funds</b>	<b>30,027</b>	<b>2,048,833</b>	<b>(326,628)</b>	<b>1,752,232</b>
<b>Fund balances at 31 December 2018 are represented by:</b>	<b>Tangible fixed assets</b>	<b>Current assets</b>	<b>Current liabilities</b>	<b>Total Funds</b>
<b>Restricted Funds</b>				
Church Planting Fund	-	18,423	-	18,423
Other Restricted Funds	-	118,261	-	118,261
<b>Total Restricted Funds</b>	<b>-</b>	<b>136,684</b>	<b>-</b>	<b>136,684</b>
<b>Total Funds</b>	<b>30,027</b>	<b>2,185,517</b>	<b>(326,628)</b>	<b>1,888,916</b>

## Notes to the Financial Statements

For the year ended 31 December 2018

### 17. Related Party Disclosures

#### Transactions with PCC members and Key Management Personnel (KMP)

During the year there were 49 PCC members (2017: 54). These members donated £717,444 (2017: £678,481) 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 (2017: 2) non-clergy members or their close family were reimbursed travel and subsistence amounting to £1,051 (2017: £149) during the year.

The PCC had 3 members (2017: 2) who each had close family members who were also employees of the PCC. The aggregate remuneration paid to these employees in the year amounted to £47,219 (2017: £25,863).

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 4 PCC members (2017: 7) 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 £124,254 (2017: £197,337). 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 £125,892 (2017: £159,583). During the year, the total of ministry costs, mainly travel and subsistence, reimbursed to clergy members or close family amounted to £6,767 (2017: £5,754). Payments amounting to £10,375 (2017: nil) were made to one (2017: nil) clergy member by way of pastoral support to him and his family.

The PCC defines KMP as the 4 (2017: 7) clergy plus the Church Manager and one ordained ministry leader who is an employee of the PCC. 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 2018 this group, including a close family member also employed by the PCC, received remuneration of £127,246 (2017: £124,628). They also reclaimed ministry expenses, mainly travel and subsistence, from the PCC totalling £2,166 (2017: £1,614).

#### Transactions with other related parties

##### Parochial Church Council of St Michael Cornhill (SMC) (registered charity no. 1179240)

St Helen's PCC members Rev C Skrine and Miss D Buggs (for part of the year), Key Management Person, Rev H Eatock-Taylor, and Mrs J Taylor, wife of St Helen's PCC member, Rev W Taylor, are all members of SMC's PCC.

During the year:

- St Helen's made grants of £nil (2017: £12,199) to SMC.
- St Helen's incurred operating expenses on behalf of SMC amounting to £127 (2017: £199) and recovered them from SMC.
- St Helen's entered into an agreement with SMC to provide bookkeeping and accounting services for an annual fee of £2,000.
- St Helen's provided, throughout the year, the services of 2 ordained ministers for approximately one day per week together with those of a part-time administrator for approximately two months, all free of charge. A similar arrangement was also in place during 2017.



## Notes to the Financial Statements

For the year ended 31 December 2018

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

St Helen's PCC members Rev W Taylor and Mr S Congdon and Key Management Personnel, Rev H Eatock-Taylor and Church Manager Mr B O'Donoghue, are members of SPC's PCC, as are 9 employees of St Helen's.

St Helen's uses the SPC church building for various small group ministries and to provide study space for Ministry Trainees. No rent was paid during 2018 or 2017 by St Helen's for this use.

During the year St Helen's:

- Made grants totalling £49,175 (2017: £48,300) to SPC.
- Received income of £1,000 (2017: £500) from SPC under an agreement for the provision of management services.
- Paid £nil (2017: £576) to SPC from collections made by St Helen's on SPC's behalf.
- Incurred operating expenses in respect of its use of SPC's church building amounting to £711 (2017: £236).
- Incurred operating expenses on behalf of SPC (mainly maintenance, housekeeping, IT and grant repayment) amounting to £1,597 (2017: £nil) and recovered them from SPC.

### **18. Transactions with other relevant 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.

During the year:

- GSHT provided living accommodation for members of the clergy (PCC members) (2018: 4; 2017:4) and for Ministry Trainees. The total rent paid for the year was £207,907 (2017: £196,219).
- GSHT provided office and shop space to St Helen's at a cost to St Helen's of £31,521 (2017:£ 37,031).
- GSHT covered the annual stipend costs of the Rector (PCC member)
- GSHT made a grant of £100,000 (2017: £85,000) to the PCC during the year and this is included in income as part of grant receipts (Note 2).

#### **Crossway Stratford (Crossway) (registered charity no. 1172415)**

- St Helen's former PCC member Mr A Henderson (until 24 April 2017) and former member Rev J Child (resigned 31 July 2017) are trustees of Crossway.
- St Helen's objective has been to establish an independent church plant at Crossway, Stratford and, to that end, has received income, mainly donations, and incurred operating expenses in a restricted fund. These activities are now fully the responsibility of Crossway, as an independent charity. St Helen's closed its restricted fund as at 31 December 2018 by making a grant to Crossway of £53,649, which represented the remaining balance in that fund. A payment to settle this liability was made early in 2019. In 2017, St Helen's paid a grant of £6,500

## Notes to the Financial Statements

For the year ended 31 December 2018

### Renew Conference (Renew) (registered charity no. 1174727)

- St Helen's PCC members Rev W Taylor and KMP, Church Manager Mr B O'Donoghue, are trustees of Renew.
- During the year St Helen's paid Renew £1,246 (2017: £1,158) in order for PCC members and a KMP to attend conferences held by Renew.
- During the year St Helen's incurred hospitality expenses on behalf of Renew amounting to £209 (2017: £685). Renew reimbursed St Helen's in full for these expenses.

### 19. Statement of Financial Activities (for the prior year)

	Unrestricted funds	Restricted funds	Total funds	Further details
	2017	2017	2017	Note
	£	£	£	
<b>Income and endowments from:</b>				
Donations and legacies	2,899,064	305,570	3,204,634	2
Charitable activities	485,426	26,648	512,074	3
Other trading activities	76,379	-	76,379	4
Investments	2,206	-	2,206	5
Other income	285,899	23,296	309,195	6
<b>Total income</b>	<b>3,748,974</b>	<b>355,514</b>	<b>4,104,488</b>	
<b>Expenditure on:</b>				
Charitable activities	3,292,873	341,747	3,634,620	9
<b>Total expenditure</b>	<b>3,292,873</b>	<b>341,747</b>	<b>3,634,620</b>	
<b>Net income/(expenditure)</b>	<b>456,101</b>	<b>13,767</b>	<b>469,868</b>	
<b>Transfers between funds</b>	<b>(18,404)</b>	<b>18,404</b>	<b>-</b>	<b>15</b>
<b>Net movement in funds</b>	<b>437,697</b>	<b>32,171</b>	<b>469,868</b>	
<b>Reconciliation of funds:</b>				
Total funds brought forward	1,332,226	266,201	1,598,427	
<b>Total funds carried forward</b>	<b>1,769,923</b>	<b>298,372</b>	<b>2,068,295</b>	

### 20. Commitments

There were no material outstanding commitments as at 31 December 2018 (2017: £195,822).

### 21. Contingent Assets

The Rector and Churchwardens of St Helen's, Bishopsgate were informed in October 2018 that they had been left a legacy of three properties in the East End of London. The value of the properties is estimated at around £2,000,000. Since the properties were left to the Rector and Churchwardens, rather than to the PCC as a body, advice is being sought on the correct ownership and accounting treatment when probate is granted. In view of the fact that probate has yet to be granted, and the uncertainty around the above issues, the PCC considers that receipt of the legacy is not sufficiently probable for it to be recognised as income in its 2018 accounts.

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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

We have audited the financial statements of St Helen's Church for the year ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the church's affairs as at 31 December 2018, and of its incoming resources and application of resources, for the year 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.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the "Auditors' responsibilities for the audit of the financial statements" section of our report. We are independent of the church in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the PCC Members' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the PCC Members have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the PCC's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The PCC Members are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact.

We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

## 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

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

### Responsibilities of PCC Members

As explained more fully in the "*PCC Members' Responsibilities*" statement set out on page 7, the PCC Members are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the PCC Members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the PCC Members are responsible for assessing the church's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the PCC Members either intend to liquidate the church or to cease operations, or have no realistic alternative but to do so.

### Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the church's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the PCC Members.
- Conclude on the appropriateness of the PCC Members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the church's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the church to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

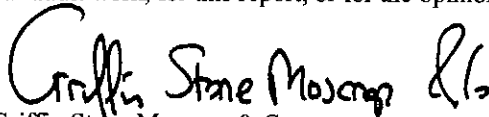
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## Independent Auditor's Report

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

### Use of our report

This report is made solely to the PCC Members (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 PCC Members those matters we are required to state to them in an auditors' 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 PCC Members, as a body, for our audit work, for this report, or for the opinions we have formed.



Griffin Stone Moscrop & Co.  
Chartered Accountants  
Statutory Auditors

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

Date..24 April 2019..

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