



St. Anne's Church, Soho

55 Dean St, London, W1D 6AF

stannes-soho.org.uk

Annual Report &
Financial Statements
of the Parochial
Church Council of
St Anne's Church,
Soho 2018

PRESENTED 7TH APRIL 2019

FULL PAROCHIAL NAME

St Anne with St Thomas and St Peter, Soho in the Diocese of London
Registered Charity No. 1132589.

ADDRESS

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London
W1D 6AF

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info@stannes-soho.org.uk

LEGAL ADVISOR

Diocesan Registrar
The Old Deanery
Deans Court
London
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DIOCESE OF LONDON

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London
SW1P 4AU

020 7932 1100

SOLICITORS

Winkworth Sherwood
The Old Deanery
Deans Court
London
EC4V 5AA

BANK

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

INVESTMENT MANAGERS

CCLA Investment Management Ltd
80 Cheapside
London
EC2V 6DZ

INDEPENDENT EXAMINER

Bruce Burford ACA
25 Park Drive
Hoole
Chester
CH2 3JR

PARISH RECORDS AND ARCHIVES

The records are deposited in the
Westminster City Council Archives:

City of Westminster Archives Centre,
10 St Ann's Street,
London
SW1P 2DE

020 7641 5180
archives@westminster.gov.uk

The Soho Collection for St Anne's includes:

- | | |
|-------------------------------|-----------|
| • Vestry Minutes | 1685-1903 |
| • Parish Registers | 1686-1940 |
| • Churchwardens Accounts | 1687-1875 |
| • Poor Relief, Workhouse etc. | 1686-1900 |

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RECTOR OF ST ANNE'S

REV'D SIMON BUCKLEY

ASSISTANT PREIST

REV'D DR KEITH RIGLIN

CHURCH WARDENS

DAVID JOHN DADE

MARK GODFREY

TREASURER

TREVOR LANGFORD-READ

PCC SECRETARY

PAUL LANTSBURY

EX OFFICIO MEMBERS OF THE PCC

REV'D SIMON BUCKLEY – Chair

DAVID JOHN DADE – Church Warden

MARK GODFREY – Church Warden

REV'D DR KEITH RIGLIN

ELECTED MEMBERS OF THE PCC

PHILLIP BALDWIN (elected 2017)

LUCY HAINE (elected 2017)

MARCELO PESCI (elected 2017)

SUZANNE BAKER-DOWNES (elected 2018)

COLIN MCNEILL (elected 2018)

KATHY PILLAN SIMPSON (elected 2018)

JAMES WARDLAW (elected 2018)

PARISH ADMINISTRATOR

NADIA D'AMBROSI BUKHARI (until September 2018)

JAKE LEE (from November 2018)

Rector's Report

Another busy year has flown by for St Anne's and Soho.

In the last twelve months we have seen new people join the congregation and sadly lost other well-established faces. Businesses have come and gone with increasing speed in the area and the promised opening of Crossrail at one end of Dean Street was postponed, whilst Crossrail 2 at the other has seemingly been kicked into the long grass. Amongst so much change and uncertainty, it has felt doubly important that we remain true to our vision and purpose and continue to be here serving the people and proclaiming the gospel.

The usual round of the liturgical year was interspersed with just four baptisms, five funerals and memorial services and morning on weekdays attended by a small congregation of between one and seven people. The Tuesday Communion service continues to attract an average of a dozen people, though regularly more, and Sundays have reached a plateau of around 45. The number of children in church most weeks has grown (not including those coming here for assemblies) and events such as the Faith and Food discussion suppers have usually been fully subscribed. An evening Taizé service at the end of November attracted a larger than expected congregation (including many non-regulars) and Christmas was both spectacular and really well attended. It is also a good sign that the monthly 'second Sunday lunch' sees people wanting to stay in each other's company after the church service is over. There was much socialising too, thanks to John and Jackie Witts, who welcomed us onto their boat (and home) for another wonderful day on the river Cam.

Other events such as the 'Introduction to the Bible' evening had a low turn-out given the number of people who had asked for it. It's hard to work out when is a 'good time' to hold some events- given that many of our congregation do not live locally and many lead extremely busy lives. But a glance at our redesigned newsletter and regularly updated website reveals a church that is busy, upbeat, welcoming and engaged with the wider community.

I am pleased that this year we have continued to welcome The Sybils a group for trans Christians and their friends, the Deanery Synod, an ecumenical gathering for a prayer breakfast again at Pride and, from the Autumn, the Emmanuel Chinese Church on Sunday afternoons. We continue to be the venue for the busiest AA meetings in London (apparently) and an incredibly diverse range of meetings and events in the Hall and Allen room.

Soho Parish School was a recipient of our increased generosity this year and continues to take up a substantial part of my time as Assembly leader and governor. This has been a challenging year for the school with even more pressure on the budget due to a reduced roll, reflecting the fall in primary school age children in Westminster. Thankfully the excellence of Soho Parish which

Headteacher Louise Ritchie maintains means we have suffered the effects of this far less than other local schools.

2018 was the year we began the renewal of our Mission Action Plan which the PCC will complete in 2019. The general direction of it is to be more Mission orientated: more out-ward looking. After several years of rightly focussing on building up the congregation it now feels wholly appropriate to see how we can best serve the communities that call Soho 'home'. Doubling our financial support of charities and good causes was one way we did that last year and the support we have been able to give to Westminster City Council's Night Hub initiative is another.

Most of what I do as Rector is not seen by the congregation or community at large, and few people appreciate the amount of time that goes into preparing the things I am seen doing.

But two matters consumed a substantial amount of time last year.

One was pastoral, having been designated as next of kin by Social Services for Betty Wright who after several months in hospital looked set to have her funeral here. However instead we managed her transition to a nursing home and to church to celebrate her 93rd birthday in September and she continues to thrive. I am very thankful to those from church who have also visited her regularly.

The second challenge was administrative with the induction of not one but two new administrators across the course of the year. I am pleased to report that Jake Lee who joined us in November has settled in beautifully and proving to be a real asset.

I am grateful to all who've played their part in the life of St Anne's again this year: to David and Mark for serving diligently as Churchwardens (and in Mark's case much else besides), to Trevor, our outstanding treasurer and fount of all knowledge, and Paul for carefully preparing the minutes of our PCC meetings. Thanks go too, to Colin for looking after the electoral roll and to Lucy Haine for diligently keeping news of St Anne's 'out there' on social media. Peter Harris has continued to look after our hospitality on Sundays and running the Thursday lunches with incredible loyalty and I'm glad that Nicky Douglas returned to us from Abu Dhabi and also solved the problem of the Thursdays being short of people to cook. Joao's transformation of the vestry garden is just the visible tip of the iceberg of good work he does, beyond what should be expected.

We are all indebted to Annie for providing us with a higher standard of music than you might expect a church of our size to have and, of course, I am deeply grateful to Fr Keith, our honorary Assistant Priest and also to Fr David Francis Darling. Their support, counsel and wisdom is a real blessing, not just to me but to us all.

To all who read, serve, stack chairs, pour tea, lock up, tend the garden, unblock the loos.... Thank you.

As, together, we complete our Mission Action Plan (and implement it!) let us not cease to give thanks to God for all the opportunities that being the church in this unique part of London enables us to be, and also calls us to do. May God give us all that we need to serve Him, our community and one another ... to the glory of Christ our Saviour.

Fr Simon



Church Wardens Report

2018 has been a year of continued growth at St. Anne's, in terms of our congregation, improvements made to the fabric of our buildings and also in terms of the impact we continue to make on our wider community. We are therefore pleased to present our wardens report.

Chattels

As Churchwardens we are the official and legal guardians of the chattels and silver of St Anne's. A concise list of all the goods belonging to St Anne's is maintained and verified each year. In addition to this we had made the following changes:

- A glass cruet set, due to a breakage.
- A new office computer for the Administrator

Building Structure

The Vestry Garden has benefited from a makeover where we have renovated the raised patio and installed new garden furniture.

We have upgraded our CCTV system, which now includes an additional camera.

Although the buildings are wearing well there is always ongoing work. However, with careful management of our resources we have managed to set aside enough to cover costs of essentials repairs and valuable improvements whilst keeping our eye on future expenditure.

Both Churchwardens are extremely grateful to João Rocha, our Maintenance Manager, who has worked tirelessly with us to maintain the space here at St Anne's.

Property Assets

We can confirm that all our properties are currently let to long term tenants and in addition the Church continues to let out its other useable spaces to local groups and businesses. No property was gained or disposed of in 2018.

In addition to this, the Churchwardens needed to exercise their duty with the Shaftesbury Hotel during July. This was where we had falling masonry onto the Centrepont fire escape with a tree growing in their roof. This was repaired by the hotel at no cost to St Anne's.

One Final Word

The Churchwardens have a legal duty under statute to maintain good order during services, this includes acting as Vergers for funerals, memorials, weddings and any other special events throughout the year.

Part of our role on a weekly basis is to count the weekly collection, as well as overseeing the set up and close down of services.

In addition, they should encourage the PCC to carry out its responsibility of care and maintenance of the church, its contents and premises and meet its financial commitments – including its payment of the Common Fund, and finally the wardens should try to ensure the incumbent is relieved of excessive administration and other tasks.

In all these matters the Churchwardens are grateful to the PCC for their continuing support and guidance

And finally, to the diligent guidance and support of Father Simon, as without him it is very unlikely so much would have been achieved in 2018.

David J. Dade &
Mark R. Godfrey
Churchwardens



Report on the Activities of the PCC

In 2018 the PCC met on six occasions with an average level of attendance of 9. At its meetings the PCC discussed and voted on the following issues:

Policies

- Adoption of the policy for safeguarding children and vulnerable adults.
- Adoption of the data protection (GDPR) policy.

Financial matters

- Regular reviews of the finances and investments.
- Adoption of the budget for 2019.
- Review of the Common Fund payment to the Diocese.
- The Increase and allocation of external giving.

Property matters

- The progress of the installation of the mobile phone mast in the tower.
- Maintenance of the Church buildings including:
 - Installation of new lighting in both the Church and Community Hall & exterior security lights.
 - Installation of a projector in the Community Hall.
 - Replacement of the boilers.
 - The upgrade of Broadband facilities in the tower.
 - Significant improvements to the vestry garden.
 - The encasement of the tower clock mechanism.
 - Decoration of the rectory.
- A review of the hire rates for each of the lettable spaces.
- A review and update of the Terrier (the record of Church assets).
- The renewal of the Centrepont lease & updates on the rental arrangements for the other Church-owned properties.

People matters

- The appointment of a Parish Assistant.
- The replacement of the Parish Administrator.
- General caretaking arrangements.
- Nomination of a Church governor for Soho Parish School.

Operational matters

- Operational plans for:
 - Sunday worship
 - The Patronal Festival
 - The Food Feast
 - Seasonal services for Easter and Christmas
 - Other fundraising activities such as the production of a charity calendar
- A trial of the 'Night Hub' Project, in conjunction with Westminster Council, which provided a safe space for those in need on Friday nights.
- Updates on meetings of the Deanery Synod

The PCC also held a facilitated workshop on St Anne's Mission Action Plan.

Electoral Roll Officer's Report

The revised electoral roll remained at 66 at the end of the year.

In 2019 a completely new electoral roll will be presented at the APCM, as must be done every six years. It is usual on this occasion for numbers on the roll to go down.

Colin McNeill

Electoral Roll Officer

Safeguarding Officer's Report

I have continued to maintain an accurate list of Disclosure & Barring Service (DBS) checks, monitoring when they are due, for those in key roles within the Church.

I have maintained accurate training records, of who has completed what training, and to work with and/or provide face-to-face training in line with the Diocese of London.

I have worked with our long term lets, for example Spectra and Emmanuel Community Church to make sure that either they have their own Safeguarding Policy or adopt the policy of St Anne's.

Mark Godfrey

Safeguarding Officer

Westminster (St Margaret) Deanery Report

A report on the proceedings of the Westminster (St Margaret's) Deanery Synod for the 2019 Annual Parochial Church Meeting of St Anne's Soho. The first meeting of 2018 was held on 24 th April in the State Rooms of Speaker's House at the Palace of Westminster, hosted by the Speaker's Chaplain, the Rev'd Prebendary Rose Hudson-Wilkin. The theme of diversity in the Church of England proved particularly apposite in the light of the Windrush affair, which was a lively presence in the headlines at the time of the meeting. Following perspectives from the Rev'd Simon Buckley and the Rev'd Lis Goddard on what diversity might mean, Preb Hudson-Wilkin offered some trenchant insights on the Church of England's record in dealing with minority ethnic groups within it, especially in relation to leadership.

Members of the Deanery Synod next came together for a Garden Party on 20th June which was held in the Master's garden at the Temple, following choral evensong in the Temple Church. The Master's garden was, as ever, a venue much appreciated by members. On this occasion, Synod were joined by members of the neighbouring City Deanery, along with some specially invited guests from the diocese.

The next meeting was held on 15 th November at St Anne, Soho at which Paul Lantsbury gave an engaging picture of life at St Anne's. The main item was a presentation from the Rev'd Canon Steven Saxby, Vicar of St Barnabas, Walthamstow, and Labour's candidate at the next General Election for our constituency. Brief reports were provided by the Rev'd John Pearson-Hicks (on schools) and Lawson Crawford (on finance). The Rev'd Canon Lucy Winkett then spoke about the launch of Westminster Citizens, a new civil society initiative in which she urged members to become involved; and the Rev'd Lis Goddard gave an update on collaborative working within the Deanery drawing particular attention to the plight of the old school building at St James the Less, Pimlico, which the Diocesan Board for Schools was proposing to sell.

The meetings of our Deanery are usually convivial and informative. They are opportunities to learn from churches of differing traditions and contexts and also a means to be supportive of one another.

St Anne's Representative on Deanery Synod is Paul Lantsbury.

Treasurer's Report

The audited figures for income and expenditure at St Anne's are set out in detail in the Statement of Financial Activities commencing on page 19. This provides a detailed breakdown of the financial costs and expenses.

The Financial Statements were examined by an Independent qualified examiner as required by the Charities Act.

Where there are references [n] these refer to the explanations contained in the 'Notes to the Financial Statements' commencing on page 21.

Accounting Policy

It should be noted that the figures show income and expenditure on the cash based accounting system and are not accrued to the following year. By way of explanation, accounts which are recorded on a cash basis simply means income and expense is recorded month to month with no allowance made for payments in different financial periods (referred to as accruals).

Unrestricted and Restricted funds

St Anne's income and expenditure is divided into Unrestricted and Restricted funds. The figures below represent the unrestricted funds – that is to say funds available for the support and ministry of St Anne's. Sometimes we are given funds for a specific task and these are known as restricted funds to be used only for the purpose for which they were given. The only current restricted fund is the Bryan Burroughs 'clock' fund.

The final audited figures for all the funds (unrestricted and restricted) for the year 2018 are as follows;

	2018	2017
Incoming Resources	£241,572	£260,723
Resources Expended	£220,981	£199,526

These figures reflect the total movement of funds within St Anne's in 2018.

In respect of variances in relation to the budget set at the start of 2018 versus expenditure for unrestricted funds the figures are as follows;

2018	Budget	Actual	Variance +/-
Income:	£213,181	£241,572	+28,391
Expenditure:	£181,560	£220,981	-39,421

This shows us that we received 13.31% more than we had budgeted but also that we spent 21.71% more than expected.

Unrestricted Funds 2018

Income

Funds come into St Anne's in a three principal ways.

- Voluntary income (Collections, Donations etc.)
- Short term hire of the Hall, Allen and Tower rooms.
- Long-term rentals and investments.

In 2018 the total unrestricted income to St Anne's, as indicated under Incoming Resources was £241,572.

Voluntary income such as church collections and regular giving amounted to £46,709[2a].

Our primary source of revenue is by way of short-term lettings which account for £130,780 [2b]. This figure comprises the hire of the Hall, Allen room and Tower room together with small rentals. Long-term letting brings in additional funds which amounted to £61,584 [2c] for the year. The combined sum amounts to £239,073 with the remaining funds of £2,499 coming by way of interest on investments.

The outlook for our fixed income from long-term lettings remains good as we have the continuation of the rental stream now in place from the cell-phone installation and also from Centrepont and various other tenants. The additional funds from voluntary donations and the room hires contribute towards our overall administrative and running costs.

In 2018 we received a number of generous donations in addition to our regular and planned giving.

Expenditure

In the year to December 2018 the total expenditure for St Anne's activities amounted to £214,633.

The two biggest calls on the funds of St Anne's are our commitment to the London Diocese 'Common Fund' which in 2018 was £75,000 and the salary and administration costs of the Church, including insurance contributions and the maintenance of building which amounted to £37,279.

It is worth noting that St Anne's does not receive financial support from the Diocese and that we are self-sufficient in regard to administration and repairs costs which on occasion may be substantial.

Common Fund (3)

The Common Fund is money given by every parish in the Diocese of London to a central 'fund'. It is collected from parishes like St Anne's, to pay and support clergy, and to further the work of the Diocese in all parishes across London (hence the name "Common Fund").

In 2018 our contribution towards the Diocese amounted to £75,000.

Employment & Administration Costs (3)

St Anne's employs a full-time administrator as well as caretakers for out of hour's lettings. We also employ a facilities manager on a part-time basis. Nearly a third of the total employment costs for the parish are for caretaking fees. A further 3.5% of the costs comprise our contribution as an employer to the employers National Insurance scheme. There has also been increase in administration costs such as external printing and general office costs.

Other Expenditure

Apart from the Common Fund and Employment / Administration costs which traditionally take up the bulk of the funds there have been on-going cleaning, repairs, renewals and building maintenance work which has incurred both calculated and un-planned expenses totalling £29,153 [3]

Charitable Giving and Support [4]

St Anne's supports the community and further afield in a variety of ways including providing cash donations to various organisations. St Anne's also provides free or reduced rate facilities for the use of social and welfare groups. In 2018 St Anne's giving amounted to £12,459 [4].

Investments & Reserves [6]

St Anne's invests funds through CCLA who are one of the UK's largest charity fund managers. They only manage investments for charities, religious organisations and the public sector and are largely owned by clients' funds. We use two of their offerings; The CBF Church of England Investment and also the Church of England Fixed Interest Fund. In addition, we hold some money on short-term deposit to cover our obligations to re-decorate the Rectory from time to time. All investment & reserve funds form St Anne's 'reserve funds' and these are held in trust by the PCC. The investment shares returned an unrealised loss of £1,314 in 2018.

The investment capital is held as St Anne's financial reserves and short-term deposits. We do this in order to have funds available at short notice to cover significant repair or other unforeseen costs. These reserves would help us to keep going in an emergency and the PCC reviews these each year to ensure that adequate funds are available without losing out on any potential investments. The reserves are not used in the day to day operation of St Anne's and although the Charity Commission understands the need for some reserves the PCC is mindful that the money was given to do the work of the church and not just sit in a bank!

At the 31st December 2018, the financial reserves stood at £69,486 [6]. It should be noted that in addition we also have reserves of £7,702 which is the balance of the fund bequeathed by Bryan Burroughs which is held in a restricted account.

Gift Aid

St Anne's is grateful for financial support by way of donations and as a registered charity, can claim back 25% of the value for all donations made by UK tax payers (providing the donor has paid enough tax to cover all of their charitable donations and not just the donations made to St. Anne's). If you give financial aid (regularly or otherwise), you are encouraged to do it by way of Gift Aid or Standing order (details at the end of the report).

Bank

We currently bank with the CAF (Charities Aid Foundation) bank. This bank is expressly focused on Charity banking and provides a number of useful facilities to ensure both transparency and ease of management of St Anne's funds.

Bryan Burroughs Fund 2019

The Bryan Burroughs fund is our only restricted fund. Bryan Burroughs was a great supporter of St Anne's and was instrumental in getting the Church rebuilt in the 1990's when there were plans to turn it into a car-park. When he died one of his legacies to St Anne's was a cash sum for the repair and maintenance of the clock. This is known as the *Bryan Burroughs fund*.

Risk Management and Financial Control

It is vital that St Anne's as both a Church and a Charity is transparent in financial matters.

The Treasurer and PCC continue to identify and review major risks to which we are exposed and already have procedures and identified systems in place to manage these. Controls in place at St Anne's help ensure that purchases have been authorised, and that the goods or services ordered have actually been received. These controls help ensure that only necessary and authorised purchases are made and that funds exist within approved budgets to meet the expenditure.

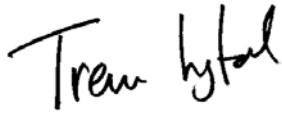
I am confident that with the methods and procedures in place at St Anne's we can demonstrate both transparency and accountability for all our funds. As a result, opportunity for fraud, dishonesty or error is minimised.

In conclusion, I would like to thank our parish administrator and officers of the church in 2018 for the dedicated and efficient manner in which they have overseen the finances and to all those who gave freely in support of St Anne's throughout the year.

Charity Responsibility

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

They do this as trustees of the charity and I am grateful to them for their oversight and guidance during 2018.



Trevor Langford-Read

PCC Treasurer



Financial Statements

for the year ended 31 December 2018

Independent Examiner's Report to the Members of the Parochial Church Council of St Anne's Church Soho

Respective responsibilities of members and examiner

The PCC members are responsible for the preparation of the accounts. The members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

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

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as members concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

In connection with my examination, no matter has come to my attention:

- 1 Which gives me reasonable cause to believe that in any material respect the requirements:
 - a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Bruce Burford
21st March 2019

Member of the Institute of Chartered Accountants in England and Wales
25 Park Drive, Chester, CH2 3JR

Statement of Financial Activities

for the year ended 31 December 2018

	Note	Unrestricted funds	Restricted funds	TOTAL 2018	TOTAL 2017
Incoming resources					
Voluntary income	2 (a)	46,709	0	46,709	48,802
Activities for generating funds	2 (b)	130,780		130,780	125,492
Church activities	2 (c)	61,584		61,584	84,002
Investment income- income received		2,499		2,499	2,427
Total incoming resources		241,572	0	241,572	260,723
Resources expended					
Church activities	3	202,174	6,350	208,524	196,933
Donations	4	12,459		12,459	2,593
Total resources expended		214,633	6,350	220,983	199,526
Net incoming resources before other recognised gains/(losses)		26,939	-6,350	20,589	61,197
Revaluation gains/(losses) on investments	6	-1,314		-1,314	5,952
Net movement in funds		25,625	-6,350	19,275	67,149
Balances b/fwd 1 January		222,506	14,052	236,558	169,409
Balances c/fwd 31 December		248,131	7,702	255,833	236,558

Balance Sheet

for the year ended 31 December 2018

	Note	Unrestricted funds	Designated funds	Restricted funds	TOTAL 2018	TOTAL 2017
Fixed assets						
Fixed assets- tangible	5	7,994			7,994	5,775
Fixed Assets- investment	6	69,486			69,486	70,800
Total fixed assets		77,480	0	0	77,480	76,575
Current assets						
Debtors- rents receivable		7,705			7,705	23,031
Short term deposit- CBF deposit fund		21,081		7,702	28,783	35,133
Cash at bank and in hand		144,911			144,911	113,139
		173,697	0	7,702	181,399	171,303
Current liabilities						
Creditors and accruals	7	3,045	0	0	3,045	11,320
Net current assets		170,651	0	7,702	178,353	159,983
Total net assets		248,131	0	7,702	255,833	236,558
Represented by parish funds						
Unrestricted	8	248,131			248,131	222,506
Restricted	8			7,702	7,702	14,052
Total funds		248,131	0	7,702	255,833	236,558

The notes on pages 21-24 form part of these accounts.

Approved by the Parochial Church Council on 3rd March 2019 and received by the Annual Parochial Church Meeting on 7th April 2019 and signed on its behalf by:

Reverend Simon Buckley

Rector of St Anne's, Soho Chair of the PCC

Paul Lantsbury

PCC Secretary

1. ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions.

They have been prepared under FRS102(2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared on the accruals basis.

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £2,000. They are valued at cost and depreciated over 4 years.

Moveable church furnishings

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a fulty for disposal are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 2001 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Funds

Unrestricted funds represent the general funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purpose of the PCC. Designated funds are general funds set aside by the PCC- they remain unrestricted and the PCC will move any surplus to other general funds.

Restricted funds must be spent on restricted purposes and details of the funds held are shown in the table on page 24.

Incoming resources

Collections and donations are recognised when received by or on behalf of the PCC. Gift aid is recognised when the income is received.

Rent from land and buildings owned by the PCC and leased by licence under faculty is recognised when the rent is due.

Rental income or income from lets to organisations whose aims either accord with those of the PCC or are supported by the PCC is treated as "Income from church activities".

All other rental income or income from lets is treated as "Income from activities for generating funds"

Investment assets

Investments are valued at market value at 31 December and unrealised gains or losses are accounted for in the SOFA.

Current assets

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

Resources expended

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

Any diocesan quota unpaid at 31 December is provided for as an operational (though not a legal) liability and shown as a creditor in the Balance Sheet.

	Unrestricted funds	Restricted funds	TOTAL 2018	TOTAL 2017
2. INCOMING RESOURCES				
a) Voluntary income				
Covenanted income	8,801		8,801	9,506
Collections at services	11,006		11,006	9,859
Donations	26,902		26,902	29,437
	46,709	0	46,709	48,802
b) Activities for generating funds				
South passage rental	23,580		23,580	23,581
Airspace rental	10,857		10,857	10,857
Mobile mast/Air extractor income	16,731		16,731	3,000
Hall lettings	37,015		37,015	46,556
Allen room and Tower room lettings	41,813		41,813	39,444
Fund raising	784		784	2,054
	130,780	0	130,780	125,492
c) Church activities				
Centrepont rent	40,911		40,911	58,101
Vance room rent	18,000		18,000	18,000
Soho Society rent	0			5,000
Fees for funerals etc	462		462	633
Other income	343		343	2,268
Lunch club income	1,868		1,868	
	61,584	0	61,584	84,002
3. CHURCH ACTIVITY EXPENSES				
Diocese contribution and church fees	75,000		75,000	67,648
Ministry, including hospitality	5,270		5,270	3,944
Honorariums	0		0	500
Sanctuary goods	5,161		5,161	4,733
Provision of music at services	4,870		4,870	6,240
Lunch club expenses	1,355		1,355	
Heat, light and water costs	8,705		8,705	6,379
Cleaning and waste disposal	10,480		10,480	6,154
Small repairs, maintenance & gardening	18,673		18,673	23,843
Clock and other major repairs	12,096	6,350	18,446	8,990
Insurance	711		711	6,564
Legal and professional fees and payroll costs	2,216		2,216	5,721
Independent examiner's fees	750		750	750
Health and safety	6,530		6,530	1,379
Communications, printing and stationery	5,667		5,667	3,809
Staff costs (see below)	36,929		36,929	42,537
Computer and photocopy costs	3,378		3,378	2,375
Depreciation	3,306		3,306	1,925
Unreconciled bank difference	0			3,106
Other costs	1,078		1,078	336
	202,175	6,350	208,525	196,933
Staff costs				
Wages and salaries			36,381	42,371
Pension costs			548	166
			36,929	42,537

The PCC employed a full time administrator and part time caretakers, organist and premises manager. There were no employee benefits to key management personnel in the current or previous year.

4. DONATIONS MADE

Christian Aid	2,500
Diversity Role Models	1,250
St Mungo's	1,250
St James Winter Shelter	1,250
USPG	1,250
Soho Parish school	600
Ozanne foundation	500
Discounts on room hire to charities and other small donations	3,859
	12,459

	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2018	TOTAL 2017
FIXED ASSETS					
5. Furniture, fittings and equipment					
Cost at 1 January 2018	10,646			10,646	2,947
Additions during the year	5,525			5,525	7,699
Cost at 31 December 2018	16,171			16,171	10,646
Depreciation 1 January 2017	4,871			4,871	2,946
Charge for the year	3,306			3,306	1,925
Depreciation 31 December 2017	8,177			8,177	4,871
Net book value 31 December 2018	7,994			7,994	5,775
Netbook value 31 December 2017	5,775			5,775	1

6. INVESTMENTS

The PCC holds 4,145 units in the CBF Investment fund and 1,696 units in the CBF Fixed Interest Securities Fund. The funds were valued at market value at 31 December- the unrealised loss for the year was £1,314.

	Unrestricted funds	Designated funds	Restricted funds	TOTAL 2018	TOTAL 2017
7. CREDITORS					
Trade creditors					224
PAYE	418			418	596
Rent paid in in advance					9,750
Accruals	2,627			2,627	750
	3,045	-	-	3,045	11,320
8. PARISH FUNDS	Balance 1.1.18	Income	Expenditure Transfers		Balance 31.12.18
Unrestricted funds	222,506	240,258	-214,633		248,131
Restricted funds					
Bryan Burroughs clock fund	14,052		-6,350		7,702
Total restricted funds	14,502	-	-6,350	0	7,702

Support St Anne's Church

The Church of England is becoming less able to rely on its historic assets to generate income, so parish churches like ours have to become as self-sufficient as we can and, if possible, help poorer parishes in London. We believe we are making our buildings (and people!) work very hard to generate as much income as possible, but we also need support from our congregation and the people who know us. If you would like to support us then please complete the form below to help ensure that St Anne's continues its worship, work and witness in Soho.

Standing Order Instruction

Bank Name	
Bank Address	
Account Name	
Sort Code	
Account Number	
Please pay the sum of	£
Date of first payment	
Frequency	MONTHLY / QUARTERLY / ANNUALLY (DELETE AS APPROPRIATE)
Until	FURTHER NOTICE
Bank Name	CAF BANK
Bank Address	25 KINGS HILL AVE, KINGS HILL, WEST MALLING, KENT ME19 4JQ
Account Name	PCC OF ST ANNE WITH ST THOMAS & ST PETER, SOHO
Sort Code	40-52-40
Account Number	00022443
Signature	
Date	

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Boost your donations by completing the declaration overleaf



Charity Gift Aid Declaration

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. In order to Gift Aid your donation you must tick the box below:

- ☐ **I want to Gift Aid my donations to St Anne's Church, Soho.** I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

Your address is needed to identify you as a current UK taxpayer.

Title	<input type="text"/>
First Name	<input type="text"/>
Surname	<input type="text"/>
Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>
City	<input type="text"/>
Postcode	<input type="text"/>
Date of declaration	<input type="text"/>

Please notify us if you:

- want to cancel this declaration
- change your name or home address
- no longer pay sufficient tax on your income and/or capital gains

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.





St. Anne's Church, Soho

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