

**The Parochial Church Council  
of the Ecclesiastical Parish of  
St John the Evangelist, Great Stanmore**

Otherwise known as: **St John's PCC, Stanmore**

**Annual Report  
and  
Financial Statements  
for the year ended 31<sup>st</sup> December 2020**

**Presented to the Annual Parochial Church Meeting  
25<sup>th</sup> April 2021**

**Rector**

The Revd Matthew Stone  
The Parish Office  
Old Church Lane  
Stanmore  
Middlesex, HA7 2QX

**Registered Charity Number 1127658**



# Annual Report of the Parochial Church Council for the year 1<sup>st</sup> January to 31<sup>st</sup> December 2020

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## **Administrative Information**

St John the Evangelist, Great Stanmore, is situated on Church Road, Stanmore. It is part of the Willesden Episcopal Area of the Diocese of London within the Church of England. Contact details: The Parish Office, Church House, Old Church Lane, Stanmore, HA7 2QX. Telephone number 020 8954 7064. Email [parishoffice@stjohnschurchstanmore.org.uk](mailto:parishoffice@stjohnschurchstanmore.org.uk)  
Website: <http://www.stjohnschurchstanmore.org.uk/>

The Parochial Church Council (PCC) of St John the Evangelist, Great Stanmore, is a registered charity. The number is 1127658.

## **PCC Members (Trustees)**

The Members of the PCC are the trustees of the charity. During the year, the following served as members of the PCC:

|                                |  |  |
|--------------------------------|--|--|
| Rector:                        | The Revd Matthew Stone – Chairman  |  |
| Churchwardens:                 | Mrs. Jane Prentice – Vice Chair (from 4 <sup>th</sup> October 2020)<br><i>The other Churchwarden appointed on 28<sup>th</sup> April, has been granted a dispensation by the Charity Commission so the name is not published.</i> |  |
| Deanery Synod Representatives: |  | <b><u>End of Term</u></b>                  |
|                                | Mrs. Sylvia Daniels  | 30 <sup>th</sup> June 2023                 |
|                                | Ms. Susan Jones (from 4 <sup>th</sup> October 2020)  | 30 <sup>th</sup> June 2023                 |
|                                | Mrs. Beverley McKeon   | 30 <sup>th</sup> June 2023                 |
|                                | Mr. Daniel McKeon  | 30 <sup>th</sup> June 2023                 |
| Elected Members:               | <i>Mr. Paul Angell</i>   | <i>retired 4<sup>th</sup> October 2020</i> |
|                                | <i>Ms Susan Jones</i>  | <i>retired 4<sup>th</sup> October 2020</i> |
|                                | <i>Mr. Henry Prentice</i>  | <i>retired 4<sup>th</sup> October 2020</i> |
|                                | <i>Mrs. Beverley Singleton</i>   | <i>retired 4<sup>th</sup> October 2020</i> |
|                                | Mrs. Sheila Enaboifo   | retiring APCM 2021                         |
|                                | Ms Jennifer Neve   | retiring APCM 2021                         |
|                                | Mr. Graham Nicholson   | retiring APCM 2021                         |
|                                | Mr. William Wyon   | retiring APCM 2021                         |
|                                | Miss Belinda Burnand   | retiring APCM 2022                         |
|                                | Mrs. Pamela Curran   | retiring APCM 2022                         |
|                                | Mr. Keith McKenzie   | retiring APCM 2022                         |
|                                | Mr. Michael Okyere   | retiring APCM 2022                         |
|                                | Mrs. Maureen Davter (from 4 <sup>th</sup> October 2020)  | retiring APCM 2023                         |
|                                | Mr. Jack Prentice (from 4 <sup>th</sup> October 2020)  | retiring APCM 2023                         |
|                                | Mr. Frederick Oshunniyi (fm 4 <sup>th</sup> October 2020)  | retiring APCM 2023                         |
|                                | Mrs. Marianne Wright (from 4 <sup>th</sup> October 2020)   | retiring APCM 2023                         |
| Ex-officio:                    | The Revd Jonny Rapson – Assistant Curate   |  |

**Bankers:**

- Barclays Bank PLC, 1, The Broadway, Stanmore, Middlesex, HA7 4DB
- CCLA Investment Management Ltd, Senator House, 85, Queen Victoria Street, London, EC4V 4ET

**Independent Examiner:**

- Mr. Derek Taylor-Mew FMAAT  
123, Park Lane, Harrow, Middlesex, HA2 8NN

**Charity Commission Correspondent:**

- The Revd Matthew Stone  
Church House, Old Church Lane, Stanmore, Middlesex, HA7 2QX
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**Structure, Governance and Management**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method and appointment of PCC members is set out in the Church Representation Rules. The PCC is registered with the Charity Commission under the full title of "The Parochial Church Council of the Ecclesiastical Parish of St John the Evangelist, Great Stanmore" with a working name of "St John's PCC, Stanmore" (No. **1127658**). The members of the PCC are the trustees of the charity. PCC members serve a three-year term of office and then they stand down for a period of twelve months before seeking re-election (unless they are co-opted). This policy was reconfirmed at the Annual Parochial Church Meeting on 26<sup>th</sup> April 2015. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC met six times during the year. The Rector took the minutes as well as chairing until a PCC Secretary was appointed on 4<sup>th</sup> October 2020. The Annual Parochial Church Meeting was postponed from 25<sup>th</sup> April 2020 until 4<sup>th</sup> October 2020 owing to the Covid-19 pandemic.

The Standing Committee is the only committee legally required. It has power to transact the business of the PCC between meetings, subject to any directions given by the PCC. The other committees are: Energy, Finance, Fundraising, Old Church Working Group and Peace, Justice and Environment as well as Social. A Fabric Committee was not appointed this time. Reports from some of these can be found elsewhere in the Annual Report. Some of the committees did not meet in 2020. The Rector, Churchwardens and PCC Members serve on several of these committees. Committees are able to co-opt other members from within or outside of the PCC at their discretion.

**Aims and Purposes**

The PCC has the responsibility of co-operating with the Rector, the Revd Matthew Stone, in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Church Building, Churchyard, Old Brick Church, Church House, Church Field, Church House Cottage, Hollond Lodge and St John's House (16, The Chase).

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at St John's and to become part of the parish community. This is underpinned by our Mission Statement: "Drawn together by Christ's love, we seek by his grace to live out his commandments to love the Lord our God with all of our being; and to love everyone we come across as we love ourselves."

We are an open Church: welcoming of all people. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the Rector and PCC have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance to charities for the advancement of religion. Specifically, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship, prayer, learning about the Gospel; developing knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

An important (and essential) part of each PCC Meeting were the discussions about our mission strategy, and in particular what responses we might make to "Listening to London, Listening to God" – the new collective vision for the Diocese of London. After extensive consultations in 2019, which we contributed towards, the Diocese identified four ambitions were identified: Confident Disciples, Compassionate Communities, Creative Growth and Connected Young People. A report of our PCC discussions can be found on page A11.

## **Church Attendance**

There are 184 parishioners on the Church Electoral Roll, 68 of whom are resident in the parish, and 116 of whom are not resident in the parish. The average weekly attendance at in church services, counted in October 2020, was 72 (68 adults, 4 children). This figure includes Sundays and weekday worship. The figure has been severely affected because of the Covid-19 pandemic. Weekly online services were produced along with a range of other measures to ensure we were functioning, as far as we were able, during this most extraordinary year.

## **Achievements and Performance**

### **Worship and Prayer, Discipleship and Pastoral Care**

The Rector and PCC are keen to offer a range of services on Sundays, during the week and over the course of the year that enable our community to draw closer to God, worship with one another, and be spiritually refreshed. All are welcome to attend our services. The principal act of worship each week takes place on Sundays, normally at 9.30am, and is the Parish Communion, which is followed by a time of fellowship over refreshments served in Church House, our hall. We also have a Prayer Ministry Team which met in the chapel during the distribution of communion for any wishing to seek support. Most months an all-age service takes place on the third Sunday.

In addition, there is a said Holy Communion Service at 8am every Sunday and most Sundays a Book of Common Prayer (BCP) Matins at 11am with BCP Holy Communion, usually on the first Sunday each month. There are three evening services each month: 8pm Compline (first Sunday), 5pm Engage = contemporary (second Sunday) and 5pm Evensong (third Sunday).

To cater for the younger members of our Church community, Junior Church takes place in Church House during the Parish Communion. Junior Church does not meet on Sundays when there is an all-age service. A youth group was launched in January 2015 which had met occasionally during the year.

The chapel is used for a quieter midweek Communion service (alternating between the BCP and Common Worship). The Daily Office is said in church several times during the course of the week.

As a result of the Covid-19 pandemic, many of our regular services and major festivals did not take place as the church was closed for a number of weeks during the two lockdowns which included Holy Week and Easter. Where possible we provided online alternatives as follows:

- Weekly communion service
- Easter Day
- Memorial Service
- Remembrance Sunday
- United Advent Service
- Nine Lessons and Carols
- Christmas Eve Nativity (a physical service was offered)
- Christmas Day (physical services were also offered)
- Junior Church

During 2020 the church was used for:

- **4** (8) baptisms mostly taking place within the Parish Communion
- **0** (9) candidates for confirmation
- **0** (10) children were admitted to Holy Communion before confirmation
- **0** (2) weddings
- **5** (2) funerals were held in church, a further **13** (6) were conducted at local crematoria
- **4** (9) interments of ashes took place in the churchyard

(numbers in brackets relate to 2019)

The Rector, Assistant Curate and PCC are committed to the pastoral care of all people in the parish of St John's. Holy Communion was taken regularly to two housebound parishioners (and others as and when required) by a commissioned team of lay people in addition to the Rector and Assistant Curate. The Rector and Assistant Curate make time to visit parishioners at home or in hospital with the assistance of the Licensed Lay Ministers, Pastoral Assistant and Bereavement Visiting Team. Staff Meetings are held at the Rectory on a regular basis.

In addition to worship, spiritual growth is encouraged through Home Groups, of which there are four meeting regularly.

The Rector meets regularly with the Assistant Curate, Churchwardens, Treasurer, Deputy Wardens and Parish Administrator to plan the workload for the ensuing months. As part of the meetings, priorities are agreed for upcoming fabric works.

The achievements of the PCC are only possible because of the large number of volunteers who give generously of their time and energy. Volunteers undertake a wide variety of tasks including (but not restricted to) membership of the various committees and visiting teams, stewardship of buildings, stewardship of finances, children's & youth work, Little Fishers, Tea & Chat, flower arranging, music, sidespersons, servers, chalice administrators, gardeners amongst many others. The PCC gratefully acknowledges all such contributions.

### **Missionary and Outreach Work**

During the course of the year the PCC decided to make the following donations:

|                      |               |
|----------------------|---------------|
| Bereavement Care     | £200          |
| Flyspec              | £2,000        |
| Mission to Seafarers | £2,000        |
| <b>Total</b>         | <b>£4,200</b> |

### **Risks**

The trustees confirm that the major risks (namely financial, health & safety and safeguarding) to which the charity is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks.

### **Safeguarding and Clergy Discipline**

The PCC have complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

*The Revd Matthew Stone*  
*Rector*

## **Deanery Synod Report**

2020 has been a difficult year for our churches due to the Coronavirus Covid-19 pandemic and the restrictions imposed by the National Government and the Church of England, in order to protect the vulnerable members of our communities. Use of our churches for public worship has been restricted for much of 2020 and many churches have been conducting services, coffee contact meetings, children's teaching and home groups, using the internet and various online software. We have adopted the working title of "Anglicans in Harrow" in order to emphasise that our meetings are aimed at engaging all church members on key issues relating to our Deanery Strategy with the overall purpose of working together to see God's Kingdom come.

The three-year Deanery Synod from 2017 to 2020 was due to end in June 2020 with elections for lay parish representatives on the new Deanery Synod taking place at the 2020 March/April APCMs. The Church of England agreed to delay the start of the new three-year Deanery Synod until 1 December 2020, with APCMs held by the end of October 2020. Accordingly, a new Deanery Synod was elected too late for the initial meeting of the new Deanery Synod to be held in 2020 and so this was delayed into January 2021. There were therefore only two meetings of the Deanery Synod during 2020 and the format of the meetings needed to change.

The 5 February session was held at St Anselm's Church Hatch End with the theme "Outreach and Mission". Members of the parishes were encouraged to attend this meeting and to participate in the parish-centred discussions following the talk. We welcomed the Bishop of Islington, the Rt. Revd Ric Thorpe, who shared the Diocese's thoughts on how churches can reach out to their communities, including church planting and activities outside their buildings. The Revd Malcolm Finlay spoke about the launch of *Hope Church Harrow View* to serve the new housing development on the ex-Kodak site. Subsequent to the meeting this church was launched publicly in October 2020 and is currently providing services and an Alpha Course online. St Anselm's church provided Opening Worship, a Parish Profile and refreshments. A summary of the feedback from the parish discussions was attached to the minutes of this session. Andrew Morgan was elected as a Foundation Governor of St John's Church of England School, Stanmore. Plans for a Deanery Prayer Evening at St Mary's Harrow for "Thy Kingdom Come" on Wednesday 20<sup>th</sup> May had to be postponed to 2021.

The 22 July session was held online using the Zoom software. It was encouraging that so many members of the Synod were able to join this meeting. Opening Worship was conducted by the Revd Simon Durrant of Christ Church Roxeth. The main purpose of the meeting was to share what the churches were doing to continue their Mission and Ministry during the restrictions, to share what plans they had for reopening, and to encourage the churches to try new online methods. Four Applications for grants of £1,000 from the Deanery Mission Fund had been received and these were presented to the Synod. All four were approved: St Alban's North Harrow for part funding of the youth support worker, All Saints' Harrow Weald and St Edmund's Northwood Hills for Audio-Visual equipment for the live streaming of services, Mosaic Harrow (based at St Paul's South Harrow) for an intercultural outreach event with music and drama. The Deanery Accounts for 2019 were approved, subject to independent examination. Reports on three recent sessions of the London Diocesan Synod and of the July sessions of the General Synod were received.

*Robert May*  
*Honorary Secretary*



## **Church House**

A robust system for hiring the church hall (Church House) has been in place since 2014 which is administered most efficiently usually through the Parish Office. This ensures we maintain a professional and consistent approach towards all users. In summary:

- All hirers of Church House must sign a booking form which confirms their agreement to the Terms & Conditions.
- Terms & Conditions of hire are in place. They include reference to the hirer putting in place their own safeguarding procedures if children will be on the premises during their booking, food hygiene/allergy information, insurance cover and risk assessments.
- A published pricing structure is in place:

### General

- £100 for the first hour, £70 for each subsequent hour (until 6pm)
- £100 per hour from 6pm
- £250 refundable Good Conduct Deposit is taken

### Weddings/Engagement Parties

- £150 for the first hour, £120 for each subsequent hour
- £500 refundable Good Conduct Deposit is taken

An appointed keyholder oversees one-off bookings.

The booking system was reviewed last in July 2020.

Until the first Covid-19 lockdown began in March 2020 which resulted in the closure of Church House, the following non-church groups were using the premises on a regular basis:

1. Bridge Club (Thursday afternoons)
2. Kandu (Monday evening and Saturday morning)
3. Rainbows/Brownies/Guides (Friday evenings during term time)
4. Stanmore Montessori (Monday to Friday during term time)
5. The Select School of Dance (Friday afternoons)

In 2020 there were **5** one-off bookings (2019 - 54).

When the Government confirmed community halls could reopen, a comprehensive Covid-19 Risk Assessment was put in place and shared with Stanmore Montessori who reopened on 1<sup>st</sup> June 2020. Kandu returned in September for only three sessions but had to close when the Government introduced the local COVID Alert Levels and London was placed in Tier 2.

We lost a significant amount of income in 2020 because Covid-19 resulted in Church House being closed. By the end of the year, only Stanmore Montessori were using the premises. No church or other non-church groups were meeting.

*The Revd Matthew Stone*  
*Rector*

## **PCC Secretary's Report**

The PCC met six times in 2020: 22<sup>nd</sup> January, 28<sup>th</sup> April, 16<sup>th</sup> July, 15<sup>th</sup> September, 4<sup>th</sup> October and 18<sup>th</sup> November (one fewer than usual). The meeting scheduled for 19<sup>th</sup> March was postponed to 28<sup>th</sup> April, because of the developing Covid-19 pandemic. Apart from the January meeting, which was held in Church House, all other meetings took place remotely on Zoom. All PCC Members have access to the internet and were able to participate remotely.

Attendance at PCC meetings measured as a percentage was 70% across the year. At every meeting PCC Members received an update on the financial position. Similarly, updates on fabric matters, safeguarding and mission remained substantive agenda items. With St John's Church being a registered charity, PCC Members were reminded on two occasions of their obligations as trustees, especially the responsibility to ensure our 'charity' is run in a way that carries out its purposes in respect of public benefit. PCC Members are confident that they have done this.

PCC Meetings are always efficiently organised with the agenda, minutes, financial information and other papers being circulated electronically one full week ahead of each meeting. This gives each PCC Member the opportunity to read the papers in advance so they can each prepare for each meeting. Whilst PCC Members view the papers online to save printing and environmental costs, hardcopies of the agenda, minutes and financial information are placed in the church porch for others to read to ensure transparency and accountability. PCC Members declare any interests (financial or otherwise) at the beginning of each meeting and withdraw whilst the conflicted item is discussed. This arrangement continued on Zoom. Draft minutes are usually circulated within 48 hours of the meeting to enable actions points to be taken forward promptly. Financial information is circulated monthly to PCC Members to ensure they are kept up-to-date between PCC Meetings.

As other reports will invariably contain business that has been transacted by the PCC during the year, this report will focus on matters that are unlikely to appear elsewhere and thus avoid repetition.

### **January**

- Received a report on the 8<sup>th</sup> December 2019 confirmation service. The sum of £500 had been sent to the Bishop of Willesden for his discretionary fund (£370.13 had been collected in the service, the PCC agreed to make up the difference).
- Noted that the sum of £171.02 had been collected for The Children's Society during the 2019 Christingle Service held in December.
- Noted that the attendance at our 2019 Christmas services: 2019 = 657 (2018 = 704).
- Agreed to spend £350 on a new laptop for use in church services (with the projector) and also in Junior Church.
- Agreed to support the Diocese of London's 2020 Lent Appeal called "Wheels for Climate Change Emergencies".
- The annual subscription to Bereavement Care was renewed at a cost of £200.
- Discussed the arrangements for the Annual Parochial Church Meeting scheduled for 26<sup>th</sup> April 2020.

### **April (*postponed from 19<sup>th</sup> March 2020*)**

- Agreed that St John's Church will become a member of Harrow Inter-Faith. A subscription of £25 was paid. Unbeknown to the PCC, Patricia Stevens had been paying for this membership until her death in 2019.

- Noted that our grant application to the 'Places of Worship: protective security funding scheme' had been unsuccessful. Stanmore was considered too safe for additional security measures to be installed through this scheme.
- The Church Field maintenance contract was renewed for a further 12 months.
- The church brown bin contract was renewed for a further 12 months.
- Agreed a new (and cheaper) contract with BT to supply the phone line and internet in the Parish Office. The internet connection has resulted in stronger wi-fi across Church House.
- Noted that the Rector had objected to a planning application for 12 Elm Park that overlooked Church Field. Planning reference number P/0002/20.
- The 2019 Accounts were approved and the 2019 Annual Report was noted in preparation for the Annual Parochial Church Meeting which had been postponed to 4<sup>th</sup> October 2020.

## July

- The PCC agreed to fund the cost of the 'It's Your Move' booklets produced by Scripture Union as a gift to the Year 6 Leavers' at St John's School. Cost £67.50.
- Noted that Jane Prentice had rung the church bell on Sunday 14th June 2020 to mark the third anniversary of the Grenfell Tower fire. Over 100 church bells were rung across London 72 times at 6pm, once for each victim of the fire. Then, at 6.03pm, there was a two minutes' silence to remember those who died. This was followed by three more rings, one for each year since the fire itself.
- Noted that the sum of £405 was sent to the Diocese of London representing money that had been given to support the Lent appeal.
- Approved the annual PCC donations of £2,000 each to FlySpec and the Mission to Seafarers. Junior Church collected £35.58 for the Mission to Seafarers.
- The booking arrangements for the hiring of Church House were reviewed. The 2021 hiring rates were approved together with an amended set of Terms and Conditions of Hire (which include matters of health and safety, food hygiene, risk assessments, safeguarding and security).
- Agreed that Stanmore Montessori could remain on the premises every Tuesday afternoon until 3pm from September 2020. In the current lease, their finish time on a Tuesday was 12.30pm to enable Little Fishers Parent & Toddler Group and Tea & Chat to use Church House. The PCC also agreed that their banner could be displayed during term time (rather than it being taken down at the end of each day). Pro-bono legal advice was sought and a side letter sent in confirmation of the changes.

## September

- Noted that a Periodic Insurance Review of the Church and Church House had taken place with the Ecclesiastical Insurance Group. The Risk Management Surveyor said: *"I wrote at the time of our last survey (of Church House only) to comment on the excellent job that was being done on the management of the property and associated risks. This time around the survey was to both the Church and Church House, and I am happy to say that the level of stewardship for both remains exemplary. Matthew Stone again kindly supplied me with copies of the documentation and procedures that are in place, and these were both comprehensive and of high quality. As a result, I was able to put no risk improvements forward at all on either building, and have thanked Matthew for the efforts of himself and the PCC in bringing about this result, and for his great help with my review."*

- Noted the appointment of the Venerable Catherine Pickford as Archdeacon of Northolt. Sylvia Daniels attended the 'Welcome Service' held in Ealing (only one person from each church was allowed to attend).
- Noted that Paul Harris has resigned as a PCC appointed governor to St John's Church of England School owing to work pressures.
- Noted that St John's Church had taken part in the Great British Spring Clean on 13th September 2020. As our contribution, the litter in Rectory Lane and the cut-through to the Stanmore Park development was collected.
- The PCC agreed that the Harrow Foodbank would be the 2020 Harvest charity, with the congregation being asked to make a donation online/by post.
- Discussed the arrangements for postponed Annual Parochial Church Meeting which is taking place on 4<sup>th</sup> October 2020 (it was thought initially that this meeting would need to be held on Zoom).

## **October**

- This very short PCC Meeting took place after the postponed Annual Parochial Church Meeting during which all PCC Members completed the latest disqualification declaration form supplied by the Diocese of London.
- All new PCC Members completed Trustee Declarations and HMRC 'Fit and Proper Person' forms. Existing PCC Members were asked to complete both forms if their circumstances had changed since they last completed them.
- Various appointments were made: Vice-Chair, Treasurer, PCC Secretary, Electoral Roll Officer, Deputy Wardens, Stewardship Recorder and Standing Committee members.
- The signatories on the various bank accounts were confirmed, together with the arrangements for managing the funds held with CCLA Investment Management Limited.
- Sidesmen were appointed.
- Tracey James was appointed as a governor of St John's Church of England School to serve a four-year term. Tracey attends All Saints' Harrow Weald.

## **November**

- The Finance Policy & Risk Assessment was reviewed and ratified.
- The Health and Safety Policy was reviewed and ratified.
- The Legacy Policy was reviewed and ratified.
- The Lone Working Policy was reviewed and ratified.
- The Reserves Policy was reviewed and ratified.
- The Social Media Policy was reviewed and ratified.
- The Rector reminded PCC Members of the folder containing the emergency plans for the church, which included key contact numbers, site drawings and instructions to be read out from the front in case an emergency evacuation is required. The folder is kept in the vestry with copies in the Parish Office and Rectory. Laminated copies of emergency evacuation instructions are also kept in the Rector's stall and Churchwardens' pews.
- Noted that the Revd Shaun Lambert, Senior Minister of Stanmore Baptist Church, was moving on to a new position after 23 years in Stanmore.
- Recorded thanks to John Pay who retired as Clerk to the Stanmore Charities after diligently serving in this capacity for 40 years. Alan Shaw has assumed the Clerk's responsibilities.
- The PCC agreed to fund the cost of an external Christmas tree (£279.99).

- Approved the extra parochial fees that would be payable in 2021 (eg organist, bell ringing).

At various points during the year, the congregation were invited to make online donations if desired to support Christian Aid, Harrow Foodbank, Bereavement Care, The Children Society and Firm Foundation. Online donations were apposite as the usual collections in church could not take place.

We delivered over 36.35kg of produce to the Harrow Foodbank during the year. This was considerably lower than in previous years owing to the church being closed for several months because of Covid-19. Furthermore, the congregation were asked to donate money for harvest instead of bringing produce to church which removed the need for someone to take it to the foodbank and possibly increase the Covid transmission risk.

### **Mission**

With Capital Vision 2020 coming to an end, the Diocese of London began the process in 2019 of discerning what the new 2030 vision should look like. The people of St John's Church were among over 4,500 who participated in the consultation exercise.

During the first part of 2020, PCC Members watched the Bishop of London's [video](#) which outlined the new collective vision for the Diocese which is "*For every Londoner to encounter the love of God in Jesus Christ.*" Four ambitions were identified: Confident Disciples, Compassionate Communities, Creative Growth and Connected Young People.

PCC Members discuss 'mission' in every PCC Meeting and during the year began the process of thinking through how we would contribute to the new vision. Towards the end of 2020, it was agreed that four mission action groups would be formed as follows: children and young people, discipleship, environment and outreach. From 2021 onwards each PCC Member will join one of the groups which will meet in between PCC Meetings and consider short, medium and long-term goals. The congregation will be invited to participate.

In October it was pleasing to welcome the return of Bentley Wood High School who visited the Church with 240 Year 11s to learn about Christianity as part of the GCSE RE syllabus.

Whilst Covid-19 had a significant impact in so many ways, the PCC feels that the work of the Church has continued largely unabated as reflected in the above. Thanks to everyone for helping to make that happen and we all look forward to being able to be back in person, hopefully before too long.

*Pam Curran*  
*PCC Secretary*

## Financial Review

1. A budget for 2021 was approved by the PCC on 18<sup>th</sup> November 2020. A copy of the budget is displayed in the church porch.
2. The accounts are operated on an accruals basis.
3. Total expenditure was £148,399 compared to total income of £157,186 resulting in a surplus of £8,787.
4. Planned giving has increased significantly by £8,250 to £56,716 (2019 - £48,466). All other donations have decreased by £3,482 to £13,580 (2019 - £17,062). With the church being closed for several months in the year, donations from open church collections and gift aid white envelopes inevitably decreased. The congregation responded generously to a stewardship appeal in April.
5. 'Thank you' letters were sent by the Treasurer in respect of appropriate donations received during the year.
6. Gift Aid recovered on eligible stewardship and donations amounted to £16,724 (2019 - £15,245) and related to donations received from January 2020 through to December 2020.
7. Grants were received from the historic Stanmore Charities totalling £4,726 (2019 - £4,770).
8. Additional income of £29,628 (2020 - £56,457) was generated from hiring Church House (our hall) which is represented as follows:

| <b><u>Group Name</u></b>                    | <b><u>Total (£)</u></b> |
|---|-------------------------|
| Rainbows/Brownies/Guides                    | 848                     |
| Stanmore Montessori                         | 26,665                  |
| The Bridge Club                             | 50                      |
| The Select School of Dance                  | 480                     |
| One-off bookings<br>(5 in 2020, 54 in 2019) | 1,585                   |
| <b><u>TOTAL</u></b>                         | <b><u>29,628</u></b>    |

The income generated from Church House was significantly lower because the premises had to close for much of the year.

9. Rental income from Hollond Lodge and 16 The Chase totalled £30,575 (2019 - £30,300). Agents' fees of £4,166 were charged (2019 - £2,035). These fees were higher because a new tenancy began for 16 The Chase in March and the following was payable:

|              |           |
|--------------|-----------|
| - Let Fee    | £1,713.60 |
| - Credit Ref | £420      |

The Rent Guarantee Insurance policy taken out in respect of 16 The Chase on 1<sup>st</sup> October 2019. The policy was amended in March 2020 to cover the new tenants. This policy was renewed on 1<sup>st</sup> October 2020 for a further 12 months at a cost of £522 incl. VAT. A surcharge of £150 plus VAT was added charged this time because of Covid-19. It is not possible to have such a policy on Hollond Lodge.

10. A VAT claim of £738 was claimed under the Listed Places of Worship Scheme. See <http://www.lpwscheme.org.uk/>. This government funded scheme gives grants that cover the VAT incurred in making repairs and certain maintenance to listed buildings in use as places of worship. The scheme covers repairs/maintenance to the fabric of the building, along with associated professional fees, plus repairs to turret clocks, pews, bells and pipe organs. St John's Church is Grade 2\* listed.

11. The PCC agreed to pay £82,170 towards the Diocesan Common Fund which equated to 96% of the 2020 costs (full costs = £85,200). This sum includes the direct costs of parish ministry such as clergy stipends and housing, together with central Diocesan support costs, education and outreach.

At the end of the year, the PCC agreed to make a further payment of £3,030 from the surplus in recognition of the difficult year many parishes had experienced with their finances, resulting in the Diocese of London having to forecast a large deficit. Accordingly, in 2020, St John's Church paid full costs of £85,200 which is very encouraging.

We also paid the 1% Deanery Schools' Levy of £821.70 (1% of the agreed Common Fund amount) which is shared amongst the Church of England Schools in the Willesden Episcopal Area through the Mission Grant scheme administered by the Archdeacon of Northolt.

12. General premises costs were £30,087 (2019 - £34,984). These are the running costs of the church and hall and include: cleaning, insurance, maintenance, utilities, removal of rubbish, garden bin fee, together with the contract to keep Church Field tidy.

13. The full cost of employing our part-time Parish Administrator (15 hours per week) was £10,970 (2019 - £10,181). This amount includes salary, pension and National Insurance contributions. The Parish Administrator was furloughed from April and £6,086 was successfully claimed from the Government's Coronavirus Job Retention Scheme to offset some of the salary costs. Regardless of what was claimed from this scheme, the PCC were in full agreement that the Parish Administrator received her usual salary.

14. No legacies were received during the year.

15. Towards the end of 2017, the Diocese of London issued an instruction to PCCs which said they needed to obtain up to date valuations (every five years) of all property owned by them. In the guidance, it was acceptable to obtain a casual valuation from a local estate agent. Ellis & Co in Stanmore supplied the following casual valuations:

|                      |            |
|----------------------|------------|
| Church House         | £1,000,000 |
| Church House Cottage | £325,000   |
| Hollond Lodge        | £275,000   |
| The Chase            | £600,000   |

These casual valuations significantly changed the value of the fixed assets in the balance sheet from 2017 onwards.

16. The general (unrestricted) fund now totals £168,359.

17. Total Reserves of £2,363,941 are held.

18. The finance policy and risk assessment was reviewed last on 18<sup>th</sup> November 2020. In line with this policy, the majority of bills and invoices were usually settled by cheque, standing order or direct debit. The monthly Common Fund payment to the Diocese of London, the annual donation to FlySpec (Flying Medical Specialists around Zambia) and selected other payments are made using internet banking. On these occasions two authorised signatories will sign off such payments and an audit trail is held.

19. The various funds are listed in Statement of Asset and Liabilities account. Where money has been given for a specific purpose, it is recorded in a restricted fund. We also have a number of designated funds. These are amounts which have been set aside by the PCC for various purposes but unlike the restricted funds, they can be brought back into general funds.

The monies representing these funds are held in separate bank deposit accounts with the Central Board of Finance Church of England Deposit Fund.

20. There is a full list of the reserves in the notes to the accounts.

### **Reserves Policy**

It is the policy of this church to hold in reserve the equivalent of six months of general running costs (£85,000) and an additional six month's salary costs (£5,000). It is also our policy to hold £10,000 for any urgent building work that may arise during the year. The full policy was reviewed by the PCC on 18<sup>th</sup> November 2020. A copy is available from the Parish Office.

I should like to take this opportunity to thank the members of St John's who regularly give money to support the mission and ministry of the church. Thanks also must go to those who have helped with the finances during the year.

*Jennifer Neve*  
*PCC Treasurer*



## **Church Workers Pension Fund (CWPF) FRS102 Wording - December 2020 Year End**

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

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

### Pension Builder Scheme

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes. Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors. Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age. There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2020: £460, 2019: £421). A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

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

The legal structure of the scheme is such that if another employer fails, St John's Church could become responsible for paying a share of that employer's pension liabilities.

*The Revd Matthew Stone  
Rector*

*Wording supplied by the Church of England Pension Scheme*

**These accounts were approved by the Trustees on 17<sup>th</sup> March 2021 and signed by the Chairman on the Trustees behalf.**

A handwritten signature in black ink, appearing to read 'Matthew Stone', written in a cursive style.

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**The Revd Matthew Stone  
Chairman**

**ST JOHN THE EVANGELIST, GREAT STANMORE**

**Statement of Financial Activities**

**For the period from 1<sup>st</sup> January 2020 to 31<sup>st</sup> December 2020**

|  | Unrestricted<br>Funds | Restricted<br>Funds | Endowment<br>Funds | Total<br>Funds   | Prior Year<br>Total Funds |
|--|-----------------------|---------------------|--------------------|------------------|---------------------------|
| <b>Income and endowments from:</b>       |                       |                     |                    |                  |                           |
| Donations and legacies                   | 87,020                | —                   | —                  | 87,020           | 80,773                    |
| Income from charitable activities        | 6,715                 | —                   | —                  | 6,715            | 10,888                    |
| Other trading activities                 | 30,016                | —                   | —                  | 30,016           | 57,944                    |
| Investments                              | 31,668                | 129                 | —                  | 31,796           | 32,061                    |
| Other income                             | 1,638                 | —                   | —                  | 1,638            | —                         |
| <b>Total income and endowments from:</b> | <b>157,057</b>        | <b>129</b>          | <b>—</b>           | <b>157,186</b>   | <b>181,667</b>            |
| <b>Expenditure on:</b>                   |                       |                     |                    |                  |                           |
| Expenditure on charitable activities     | 144,155               | —                   | —                  | 144,155          | 163,504                   |
| Other expenditure                        | 4,244                 | —                   | —                  | 4,244            | 3,711                     |
| <b>Total expenditure on:</b>             | <b>148,399</b>        | <b>—</b>            | <b>—</b>           | <b>148,399</b>   | <b>167,215</b>            |
| <b>Net income / (expenditure)</b>        | <b>8,658</b>          | <b>129</b>          | <b>—</b>           | <b>8,786</b>     | <b>14,452</b>             |
| <b>Transfers</b>                         |                       |                     |                    |                  |                           |
| Gross transfers between funds - in       | 28,243                | —                   | —                  | 28,243           | 66,546                    |
| Gross transfers between funds - out      | (28,243)              | —                   | —                  | (28,243)         | (66,546)                  |
| <b>Net income / (expenditure)</b>        | <b>8,658</b>          | <b>129</b>          | <b>—</b>           | <b>8,786</b>     | <b>14,452</b>             |
| <b>Other recognised gains / losses</b>   |                       |                     |                    |                  |                           |
| <b>Net movement in funds</b>             | <b>8,658</b>          | <b>129</b>          | <b>—</b>           | <b>8,786</b>     | <b>14,452</b>             |
| <b>Reconciliation of funds</b>           |                       |                     |                    |                  |                           |
| <b>Total funds brought forward</b>       | <b>2,353,887</b>      | <b>1,146</b>        | <b>120</b>         | <b>2,355,154</b> | <b>2,340,702</b>          |
| <b>Total funds carried forward</b>       | <b>2,362,545</b>      | <b>1,275</b>        | <b>120</b>         | <b>2,363,940</b> | <b>2,355,154</b>          |
| <b>Represented by</b>                    |                       |                     |                    |                  |                           |
| Unrestricted                             |                       |                     |                    |                  |                           |
| General fund                             | 168,359               | —                   | —                  | 168,359          | 137,252                   |
| Designated                               |                       |                     |                    |                  |                           |
| Common Fund Extra                        | —                     | —                   | —                  | —                | 2,400                     |
| Organ Repair Fund                        | (21,223)              | —                   | —                  | (21,223)         | —                         |
| Property Account Fund                    | 2,200,000             | —                   | —                  | 2,200,000        | 2,200,000                 |
| Rectory Decoration Fund                  | 4,000                 | —                   | —                  | 4,000            | 3,200                     |
| Restricted Interest                      | 11,409                | —                   | —                  | 11,409           | 11,036                    |
| Restricted                               |                       |                     |                    |                  |                           |
| M Webb Legacy Fund                       | —                     | 12                  | —                  | 12               | 12                        |
| Restricted Interest                      | —                     | 1,263               | —                  | 1,263            | 1,134                     |
| Endowment                                |                       |                     |                    |                  |                           |
| Weber Grave Fund                         | —                     | —                   | 120                | 120              | 120                       |

**There may be minor discrepancies in the totals as the pence are not being shown**

**ST JOHN THE EVANGELIST, GREAT STANMORE**  
**Balance Sheet**  
**As at: 31<sup>st</sup> December 2020**

|   | <b>As at 31/12/2020</b> | <b>As at 31/12/2019</b> |
|---|-------------------------|-------------------------|
|   | <b>£</b>                | <b>£</b>                |
| <b>Fixed assets</b>                                       |                         |                         |
| Tangible assets   | 2,200,988               | 2,200,988               |
|   | <u>2,200,988</u>        | <u>2,200,988</u>        |
| <b>Current assets</b>                                     |                         |                         |
| Cash at bank and in hand                                  | 190,193                 | 187,102                 |
|   | <u>190,193</u>          | <u>187,102</u>          |
| <b>Liabilities</b>  |                         |                         |
| Creditors: Amounts falling due in one year                | 687                     | 3,500                   |
| Provision for liabilities and charges due within one year | 356                     | 2,129                   |
|   | <u>1,043</u>            | <u>5,629</u>            |
| <b>Net current assets less current liabilities</b>        | <b>189,150</b>          | <b>181,474</b>          |
|   | <u>189,150</u>          | <u>181,474</u>          |
| <b>Total assets less current liabilities</b>              | <b>2,390,138</b>        | <b>2,382,462</b>        |
|   | <u>2,390,138</u>        | <u>2,382,462</u>        |
| <b>Liabilities</b>  |                         |                         |
| Creditors: Amounts falling due after more than one year   | 20,113                  | 21,223                  |
| Provision for liabilities after one year                  | 6,085                   | 6,085                   |
|   | <u>26,198</u>           | <u>27,308</u>           |
| <b>Total net assets less liabilities</b>                  | <b>2,363,940</b>        | <b>2,355,154</b>        |
|   | <u>2,363,940</u>        | <u>2,355,154</u>        |
| <b>Represented by</b>                                     |                         |                         |
| <b>Unrestricted</b>                                       |                         |                         |
| Unrestricted - General fund                               | 168,359                 | 137,252                 |
| <b>Designated</b>   |                         |                         |
| Designated - Restricted Interest                          | 11,409                  | 11,036                  |
| Designated - Common Fund Extra                            | —                       | 2,400                   |
| Designated - Organ Repair Fund                            | (21,223)                | —                       |
| Designated - Rectory Decoration Fund                      | 4,000                   | 3,200                   |
| Designated - Property Account Fund                        | 2,200,000               | 2,200,000               |
| <b>Restricted</b>   |                         |                         |
| Restricted - M Webb Legacy Fund                           | 12                      | 12                      |
| Restricted - Restricted Interest                          | 1,263                   | 1,134                   |
| <b>Endowment</b>  |                         |                         |
| Endowment - Weber Grave Fund                              | 120                     | 120                     |
| <b>Funds of the church</b>                                | <b>2,363,940</b>        | <b>2,355,154</b>        |
|   | <u>2,363,940</u>        | <u>2,355,154</u>        |

**There may be minor discrepancies in the totals as the pence are not being shown**

# ST JOHN THE EVANGELIST, GREAT STANMORE

## Notes to the Financial Statements for the year ended 31<sup>st</sup> December 2020

### Accounting Policies

#### a. Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations, together with applicable accounting standards and the Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention.

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

#### b. Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for PCC ordinary purposes.

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds:

- a) Income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest;
- b) Donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds – funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

#### c. Incoming resources

All incoming resources are accounted for gross.

#### Voluntary income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income Tax recoverable on gift aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

#### Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

#### All other income

All other income is recognised when it is receivable.

#### Gains and losses on investments

Realised gains are recognised when the investments are sold.

#### **d. Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

#### **Grants**

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

#### **Church Activities**

The Diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31<sup>st</sup> December is provided for in these accounts as an operational (though not legal) liability and is shown as a creditor in the balance sheet.

#### **e. Fixed Assets**

##### **Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) of the Charities Act 1993.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For some inalienable property acquired in the past there may not be sufficient cost information surviving and therefore such assets may not be valued in the accounts. Individual items acquired since 1<sup>st</sup> January 2009 have been capitalised in the accounts and depreciated over their useful economic life (see note (d)).

##### **Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over a five-year period which is to the end of their expected useful lives. There are no assets currently being depreciated.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

##### **Investments**

Investments are stated at book value in the accounts and recorded at market value at balance sheet date in the accompanying notes.

#### **f. Current assets**

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

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the Bank.

#### **g. Trustees**

Apart from the Rector and Assistant Curate, who are in receipt of stipends paid by the Church Commissioners, no other elected PCC Member was remunerated in 2020. The aggregate amount given by PCC Members in 2020 was £13,245.

The Rector, Assistant Curate and Pastoral Assistant were reimbursed expenses totalling £765 of which £89.92 related to travel costs. No other payments were made to PCC Members, nor persons closely connected to them.

**ST JOHN THE EVANGELIST, GREAT STANMORE**

**Financial Statement for the year ended 31<sup>st</sup> December 2020  
Income and Expenditure**

|  | Actual<br>at 31/12/2020 | Budget<br>at 31/12/2020 | Variance<br>at 31/12/2020 | Actual<br>At 31/12/2019 |
|--|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>Income</b>                            |                         |                         |                           |                         |
| <b>Donations and legacies:</b>           |                         |                         |                           |                         |
| Standing Order                           | 56,266                  | 47,516                  | 8,750                     | 46,313                  |
| Stewardship Cheques                      | 450                     | 600                     | -150                      | 350                     |
| Other Planned Giving Orange Envelopes    | 0                       | 0                       | 0                         | 1,803                   |
| Church Plate Collections                 | 1,380                   | 6,000                   | -4,620                    | 5,563                   |
| Open Church Collections                  | 218                     | 720                     | -502                      | 988                     |
| Gift Aid White Envelopes                 | 980                     | 4,500                   | -3,520                    | 5,700                   |
| Donations Other Gift Aided               | 9,940                   | 1,250                   | 8,690                     | 1,921                   |
| Curate                                   | 900                     | 0                       | 900                       | 0                       |
| Donation Other not Gift Aided            | 1,062                   | 1,250                   | -188                      | 2,889                   |
| Tax recoverable on Gift Aid              | 16,724                  | 16,000                  | 724                       | 15,245                  |
|  | <b>87,920</b>           | <b>77,836</b>           | <b>10,084</b>             | <b>80,773</b>           |
| <b>Investments</b>                       |                         |                         |                           |                         |
| Dividends & Interest                     | 4                       | 12                      | -8                        | 10                      |
| CBF Bank Interest                        | 1,218                   | 1,380                   | -162                      | 1,299                   |
| Rent Hollond Lodge                       | 10,200                  | 10,200                  | 0                         | 10,200                  |
| The Chase                                | 20,375                  | 20,375                  | 0                         | 20,100                  |
| Church House Cottage                     | 0                       | 0                       | 0                         | 0                       |
| Investment Income                        | 0                       | 0                       | 0                         | 453                     |
|  | <b>31,796</b>           | <b>31,967</b>           | <b>-171</b>               | <b>32,061</b>           |
| <b>Other trading activities</b>          |                         |                         |                           |                         |
| Church House Caretaker Fee               | 125                     | 0                       | 125                       | 1,000                   |
| Church House Lettings One-Off            | 1,585                   | 15,000                  | -13,415                   | 18,035                  |
| Stanmore Montessori                      | 26,665                  | 31,030                  | -4,366                    | 30,020                  |
| Church House Lettings Regular            | 1,378                   | 5,690                   | -4,312                    | 8,402                   |
| Parish Magazine Sales                    | 147                     | 230                     | -83                       | 314                     |
| Parish Magazine Advertising Income       | 116                     | 200                     | -84                       | 174                     |
|  | <b>30,016</b>           | <b>52,150</b>           | <b>-22,134</b>            | <b>57,944</b>           |
| <b>Income from Charitable Activities</b> |                         |                         |                           |                         |
| Stanmore Charities                       | 4,726                   | 4,000                   | 726                       | 4,770                   |
| Funeral Fees PCC                         | 777                     | 1,250                   | -473                      | 1,321                   |
| Wedding Fees PCC                         | 0                       | 500                     | -500                      | 571                     |
| Youth Group                              | 332                     | 320                     | 12                        | 249                     |
| The Café St Jean                         | 361                     | 1,250                   | -889                      | 1,351                   |
| Social Events                            | 227                     | 700                     | -473                      | 926                     |
| Church Flowers                           | 200                     | 1,035                   | -835                      | 890                     |
| Little Fishers and Toddler Group         | 0                       | 280                     | -280                      | 274                     |
| Junior Church                            | 1                       | 36                      | -35                       | 32                      |
| Tea & Chat                               | 91                      | 551                     | -460                      | 504                     |
|  | <b>6,715</b>            | <b>9,922</b>            | <b>-3,207</b>             | <b>10,888</b>           |
| <b>Other Income</b>                      |                         |                         |                           |                         |
| Listed Places of Worship Grant (VAT)     | 738                     | 0                       | 738                       | 0                       |
|  | <b>738</b>              | <b>0</b>                | <b>738</b>                | <b>0</b>                |
| <b>Income Grand Total</b>                | <b><u>157,186</u></b>   | <b><u>171,875</u></b>   | <b><u>-14,690</u></b>     | <b><u>181,667</u></b>   |

|   | Actual<br>at 31/12/2020 | Budget<br>as 31/12/2020 | Variance<br>at 31/12/2020 | Actual<br>at 31/12/2019 |
|---|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>Expenditure</b>                          |                         |                         |                           |                         |
| <b>Expenditure on Charitable Activities</b> |                         |                         |                           |                         |
| Giving to Missionary Societies              | 2,200                   | 2,200                   | 0                         | 2,400                   |
| Secular Charities (Flyspec)                 | 2,000                   | 2,000                   | 0                         | 2,000                   |
|   | <b>4,200</b>            | <b>4,200</b>            | <b>0</b>                  | <b>4,400</b>            |
| Common Fund                                 | 80,592                  | 80,592                  | 0                         | 78,367                  |
| Common Fund (Additional)                    | 5,430                   | 2,400                   | -3,030                    | 3,200                   |
|   | <b>86,022</b>           | <b>82,992</b>           | <b>-3,030</b>             | <b>81,567</b>           |
| Legal & Professional Fees                   | 4,166                   | 2,118                   | -2,048                    | 2,035                   |
| Sal Hon                                     | 185                     | 0                       | -185                      | 255                     |
| Parish Admin – Salary                       | 10,296                  | 10,796                  | 500                       | 9,610                   |
| Parish Admin – Furlough Payments            | -6,086                  | 0                       | 6,086                     | 0                       |
| Parish Admin - NI                           | 214                     | 114                     | -100                      | 150                     |
| Parish Admin - Pension & Life Insurance     | 460                     | 412                     | -48                       | 421                     |
| Church Quinquennial                         | 378                     | 0                       | -378                      | 3,000                   |
| PCC Property (Hollond Lodge)                | 1,204                   | 1,241                   | 37                        | 1,216                   |
| PCC Property (Church House Cottage)         | 123                     | 137                     | 15                        | 135                     |
| PCC Property (The Chase)                    | 1,505                   | 1,507                   | 3                         | 1,927                   |
|   | <b>12,444</b>           | <b>16,325</b>           | <b>3,881</b>              | <b>18,749</b>           |
| Working Expenses of Incumbent               | 560                     | 1,000                   | 440                       | 887                     |
| Rectory Water                               | 418                     | 250                     | -168                      | 409                     |
| Assist Staff/Pastoral Assistant             | 16                      | 165                     | 149                       | 123                     |
| Working Expense of Curate                   | 189                     | 500                     | 311                       | 109                     |
| Curate                                      | 1,200                   | 0                       | -1,200                    | 0                       |
|   | <b>2,384</b>            | <b>1,915</b>            | <b>-469</b>               | <b>1,527</b>            |
| Youth Group                                 | 86                      | 440                     | 354                       | 450                     |
| Parish Training Mission                     | 133                     | 250                     | 117                       | 1,495                   |
|   | <b>219</b>              | <b>690</b>              | <b>471</b>                | <b>1,945</b>            |
| Visiting Speakers                           | 0                       | 0                       | 0                         | 120                     |
| Church Cleaning                             | 2,550                   | 3,240                   | 690                       | 2,605                   |
| Church Insurance                            | 7,840                   | 7,990                   | 150                       | 7,852                   |
| Church Maintenance                          | 1,534                   | 5,000                   | 3,466                     | 2,851                   |
| Church Flowers                              | 554                     | 1,410                   | 856                       | 1,320                   |
| Church Organ/Piano Servicing                | 503                     | 2,220                   | 1,717                     | 3,309                   |
| Church Projection System                    | 0                       | 0                       | 0                         | 436                     |
| Garden Waste                                | 0                       | 0                       | 0                         | 75                      |
| Upkeep of Services                          | 691                     | 1,150                   | 459                       | 1,504                   |
| Services Sundries                           | 485                     | 555                     | 70                        | 414                     |
| Music & Choir Licenses                      | 369                     | 350                     | -19                       | 333                     |
| Church Publicity                            | 10                      | 50                      | 40                        | 502                     |
| Junior Church                               | 97                      | 110                     | 13                        | 126                     |
| Administration                              | 160                     | 160                     | 0                         | 160                     |
| Social Events                               | 129                     | 520                     | 391                       | 871                     |
| The Café St Jean                            | 118                     | 685                     | 567                       | 974                     |
| Postage & Telephone                         | 771                     | 918                     | 147                       | 1,297                   |
| Photocopy Costs                             | 872                     | 1,260                   | 388                       | 1,046                   |
| Photocopier Lease                           | 1,266                   | 1,944                   | 678                       | 1,848                   |
| Parish Office Costs                         | 176                     | 84                      | -92                       | 605                     |
| Printing/Stationary                         | 799                     | 1,250                   | 451                       | 1,548                   |
| Sundry Expenses                             | 186                     | 220                     | 34                        | 221                     |
| Tea & Chat                                  | 0                       | 0                       | 0                         | 402                     |
| Little Fishers & Toddlers Group             | 44                      | 0                       | -44                       | 145                     |
|   | <b>19,152</b>           | <b>29,116</b>           | <b>9,963</b>              | <b>30,564</b>           |



|   | Actual<br>at 31/12/2020 | Budget<br>at 31/12/2020 | Variance<br>at 31/12/2020 | Actual<br>at 31/12/2019 |
|---|-------------------------|-------------------------|---------------------------|-------------------------|
| Church Electricity  | 1,310                   | 2,000                   | 690                       | -280                    |
| Church Water  | 159                     | 180                     | 21                        | 172                     |
| Church Heating  | 2,176                   | 3,800                   | 1,624                     | 3,472                   |
|   | <b>3,645</b>            | <b>5,980</b>            | <b>2,335</b>              | <b>3,363</b>            |
| Hall Cleaning   | 2,040                   | 2,880                   | 840                       | 2,695                   |
| Hall Insurance  | 3,618                   | 3,688                   | 70                        | 3,597                   |
| Hall Maintenance  | 1,035                   | 6,842                   | 5,807                     | 2,881                   |
| Hall Mowing   | 3,119                   | 3,000                   | -119                      | 3,142                   |
| Hall Rubbish Removal  | 474                     | 484                     | 9                         | 484                     |
| Hall Cleaning Materials                                     | 113                     | 545                     | 432                       | 0                       |
| Hall Caretaker  | 75                      | 1,500                   | 1,425                     | 1,010                   |
| Hall Sundry Expenses  | 0                       | 0                       | 0                         | 147                     |
| Hall Light Heat   | 3,919                   | 6,100                   | 2,181                     | 5,121                   |
| Hall Water  | 313                     | 0                       | -313                      | 316                     |
|   | <b>14,706</b>           | <b>25,038</b>           | <b>10,333</b>             | <b>19,392</b>           |
| Hollond Lodge Major Repairs                                 | -                       | 2,500                   | 2,500                     | 925                     |
| The Chase Major Repairs                                     | 5,478                   | 1,500                   | -3,978                    | 392                     |
| Church House Cottage Major Repairs                          | -                       | 1,000                   | 1,000                     | 4,191                   |
|   | <b>5,478</b>            | <b>5,000</b>            | <b>-478</b>               | <b>5,508</b>            |
| <b>Other Expenditure</b>                                    |                         |                         |                           |                         |
| Bank Charges  | 150                     | 200                     | 50                        | 200                     |
| Harrow Deanery  | 0                       | 100                     | 100                       | 0                       |
|   | <b>150</b>              | <b>300</b>              | <b>150</b>                | <b>200</b>              |
| <b>Expenditure Grand Total</b>                              | <b><u>148,399</u></b>   | <b><u>171,555</u></b>   | <b><u>23,156</u></b>      | <b><u>167,215</u></b>   |
| <b>Excess Income over Expenditure</b>                       | <b>8,786</b>            | <b>320</b>              | <b>8,466</b>              | <b>14,452</b>           |
| <b>Balance b/f 01/01/2020</b>                               | <b>2,355,154</b>        | <b>-</b>                | <b>-</b>                  | <b>-</b>                |
| <b>Balance at 31/12/2020</b>                                | <b><u>2,363,940</u></b> | <b><u>320</u></b>       | <b><u>8,466</u></b>       | <b><u>14,452</u></b>    |
| <b>Statement of Assets and Liabilities as at 31/12/2020</b> |                         |                         |                           | <b><u>2,363,940</u></b> |
| <b>Cash</b>   |                         |                         |                           |                         |
| Central Board of Finance Deposit Account                    |                         | 110,000                 |                           |                         |
| Central Board of Finance Deposit Account (Mary Webb)        |                         | 5,162                   |                           |                         |
| Barclays Current Account                                    |                         | 70,226                  |                           |                         |
| Barclays Deposit Account                                    |                         | 4,805                   | <b>190,193</b>            |                         |
| <b>Tangible Assets</b>                                      |                         |                         |                           |                         |
| Properties  |                         | 2,200,000               |                           |                         |
| Investments   |                         | 988                     | <b>2,200,988</b>          |                         |
| <b>Liabilities (due within a year)</b>                      |                         |                         |                           |                         |
| Returnable Deposits (Stanmore Montessori)                   |                         | -500                    |                           |                         |
| Employee and Employers NICs                                 |                         | -187                    |                           |                         |
| Deferred income (2021 Church House Bookings)                |                         | -356                    | <b>(-1,043)</b>           |                         |
| <b>Liabilities (after a year)</b>                           |                         |                         |                           |                         |
| Fund Raising/Organ  |                         | -20,113                 |                           |                         |
| Legacy (M Webb, A Carey)                                    |                         | -6,085                  | <b>(-26,198)</b>          |                         |
| <b>Total funds of the church</b>                            |                         |                         |                           | <b><u>2,363,940</u></b> |

## ST JOHN THE EVANGELIST, GREAT STANMORE

### Fund Statement of Change 31<sup>st</sup> December 2020

| Fund          | Brought Forward |                  |              |            | Movement      |                 |            |           | Carried Forward |                  |              |            |
|---------------|-----------------|------------------|--------------|------------|---------------|-----------------|------------|-----------|-----------------|------------------|--------------|------------|
|               | Unrestricted    | Designated       | Restricted   | Endowment  | Unrestricted  | Designated      | Restricted | Endowment | Unrestricted    | Designated       | Restricted   | Endowment  |
| CF Extra      | -               | 2,400            | -            | -          | -             | (2,400)         | -          | -         | -               | -                | -            | -          |
| M. Webb       | -               | -                | 12           | -          | -             | -               | -          | -         | -               | -                | 12           | -          |
| Organ         | -               | -                | -            | -          | -             | -               | -          | -         | -               | (21,223)         | -            | -          |
| Rectory       | -               | 3,200            | -            | -          | -             | 800             | -          | -         | -               | 4,000            | -            | -          |
| General       | 137,252         | -                | -            | -          | 31,107        | -               | -          | -         | 168,359         | -                | -            | -          |
| Property      | -               | 2,200,000        | -            | -          | -             | -               | -          | -         | -               | 2,200,000        | -            | -          |
| Webergrav     | -               | -                | -            | 120        | -             | -               | -          | -         | -               | -                | -            | 120        |
| Interest      | -               | 11,036           | 1,134        | -          | -             | 373             | 129        | -         | -               | 11,409           | 1,263        | -          |
| <b>Totals</b> | <b>137,252</b>  | <b>2,216,636</b> | <b>1,146</b> | <b>120</b> | <b>31,107</b> | <b>(22,450)</b> | <b>129</b> | <b>-</b>  | <b>168,359</b>  | <b>2,194,186</b> | <b>1,275</b> | <b>120</b> |

# ST JOHN THE EVANGELIST, GREAT STANMORE

## Statement of Assets and Liabilities (by code) as at: 31<sup>st</sup> December 2020

| Class and nominal code   | General | Designated | Restricted | Endowment | Total     | Last year |
|--|---------|------------|------------|-----------|-----------|-----------|
| <b>Fixed assets - Tangible assets</b>  |         |            |            |           |           |           |
| 6000000 : F/H Church House at Cost   | —       | 1,000,000  | —          | —         | 1,000,000 | 1,000,000 |
| 6000001 : F/H St Johns House at Cost The Chase                                 | —       | 600,000    | —          | —         | 600,000   | 600,000   |
| 6000017 : F/H Hollond Lodge at cost  | —       | 275,000    | —          | —         | 275,000   | 275,000   |
| 6000018 : F/H Church House Cottage at cost                                     | —       | 325,000    | —          | —         | 325,000   | 325,000   |
| 6000050 : Investments  | 868     | —          | —          | —         | 868       | 463       |
| 6000051 : Investment Weber Grave   | —       | —          | —          | 120       | 120       | 120       |
| <b>Total</b>   | 868     | 2,200,000  | —          | 120       | 2,200,988 | 2,200,988 |
| <b>Current assets - Cash at bank and in hand</b>                               |         |            |            |           |           |           |
| A1504 : Bank current account   | 110,415 | (42,387)   | 2,198      | —         | 70,226    | 67,189    |
| A1505 : Bank deposit account   | 2,221   | 2,584      | —          | —         | 4,805     | 4,801     |
| A1520 : CBF CofE deposit A/c   | 55,898  | 54,103     | 5,162      | —         | 115,162   | 115,112   |
| <b>Total</b>   | 168,534 | 14,299     | 7,360      | —         | 190,193   | 187,102   |
| <b>Liabilities - Creditors: Amounts falling due after more than one year</b>   |         |            |            |           |           |           |
| A1670 : Church Fund Raising/Organ  | 20,113  | —          | —          | —         | 20,113    | 21,223    |
| <b>Total</b>   | 20,113  | —          | —          | —         | 20,113    | 21,223    |
| <b>Liabilities - Creditors: Amounts falling due in one year</b>                |         |            |            |           |           |           |
| A1613 : Stanmore Montessori (deposit)  | 500     | —          | —          | —         | 500       | 500       |
| A1621 : NI Control   | 187     | —          | —          | —         | 187       | —         |
| A1647 : Accruals   | —       | —          | —          | —         | —         | 3,000     |
| <b>Total</b>   | 687     | —          | —          | —         | 687       | 3,500     |
| <b>Liabilities - Provision for liabilities after one year</b>                  |         |            |            |           |           |           |
| A1700 : M Webb Fund  | —       | —          | 5,102      | —         | 5,102     | 5,102     |
| A1701 : A Carey Fund   | —       | —          | 983        | —         | 983       | 983       |
| <b>Total</b>   | —       | —          | 6,085      | —         | 6,085     | 6,085     |
| <b>Liabilities - Provision for liabilities and charges due within one year</b> |         |            |            |           |           |           |
| A1610 : Deferred Income  | 356     | —          | —          | —         | 356       | 2,129     |
| <b>Total</b>   | 356     | —          | —          | —         | 356       | 2,129     |
| <b>Net total assets</b>  | 168,359 | 2,194,186  | 1,275      | 120       | 2,363,940 | 2,355,154 |

| <b>Class and nominal code</b> | <b>General</b> | <b>Designated</b> | <b>Restricted</b> | <b>Endowment</b> | <b>Total</b> | <b>Last year</b> |
|-------------------------------|----------------|-------------------|-------------------|------------------|--------------|------------------|
| <b>Represented by</b>         |                |                   |                   |                  |              |                  |
| Unrestricted - General        | 168,359        | —                 | —                 | —                | 168,359      | 137,252          |
| Designated – CF Extra         | —              | —                 | —                 | —                | —            | 2,400            |
| Designated – Organ            | —              | (21,223)          | —                 | —                | (21,223)     | —                |
| Designated - Rectory          | —              | 4,000             | —                 | —                | 4,000        | 3,200            |
| Designated - Property         | —              | 2,200,000         | —                 | —                | 2,200,000    | 2,200,000        |
| Designated - Interest         | —              | 11,409            | —                 | —                | 11,409       | 11,036           |
| Restricted - MWeb             | —              | —                 | 12                | —                | 12           | 12               |
| Restricted - Interest         | —              | —                 | 1,263             | —                | 1,263        | 1,134            |
| Endowment - Webergrav         | —              | —                 | —                 | 120              | 120          | 120              |
| <b>Total</b>                  | 168,359        | 2,194,186         | 1,275             | 120              | 2,363,940    | 2,355,154        |

## **Independent Examiner's Report to the Trustees of The PCC of St John the Evangelist, Great Stanmore**

I report on the accounts of the church for the year ended 31<sup>st</sup> December 2020 which are set out on pages A17 to A26

### **Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with General Directions given by the Charity Commissioners.

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 the trustees concerning any such matters.

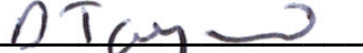
The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statements below.

### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed 

Date 15<sup>th</sup> February 2021

**Derek Taylor-Mew FMAAT  
Independent Examiner**

123 Park Lane, Harrow, Middlesex, HA2 8NN