

**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 2019**

**Presented to the Annual Parochial Church Meeting  
on 4<sup>th</sup> October 2020  
[postponed from 26<sup>th</sup> April 2020 because of Covid-19]**

**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 2019

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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

*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.*

Deanery Synod Representatives:

Mrs. Sylvia Daniels  
Mrs. Beverley McKeon  
Mr. Daniel McKeon

### **End of Term**

May 2020  
May 2020  
May 2020

Elected Members: *Mrs. Maureen Davter*  
*Mrs. Farah Lungay*  
*Mr. Andrew Newton*  
*Mr. Malcolm Woods*

*retired 28<sup>th</sup> April 2019*  
*retired 28<sup>th</sup> April 2019*  
*retired 28<sup>th</sup> April 2019*  
*retired 28<sup>th</sup> April 2019*

Mr. Paul Angell  
Ms Susan Jones  
Mr. Henry Prentice  
Mrs. Beverley Singleton

retiring APCM 2020  
retiring APCM 2020  
retiring APCM 2020  
retiring APCM 2020

Mrs. Sheila Enaboifo  
Ms Jennifer Neve  
Mr. Graham Nicholson  
Mr. William Wyon

retiring APCM 2021  
retiring APCM 2021  
retiring APCM 2021  
retiring APCM 2021

Miss Belinda Burnand (from 28<sup>th</sup> April 2019)  
Mrs. Pamela Curran (from 28<sup>th</sup> April 2019)  
Mr. Keith McKenzie (from 28<sup>th</sup> April 2019)  
Mr. Michael Okyere (from 28<sup>th</sup> April 2019)

retiring APCM 2022  
retiring APCM 2022  
retiring APCM 2022  
retiring APCM 2022

Ex-officio: The Revd Jonny Rapson – Assistant Curate (from 1<sup>st</sup> July 2019)

**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 seven times during the year. The Parish Administrator is appointed annually to act in the capacity of PCC Secretary and would normally take the minutes of meetings. However, when she is unable to attend, a deputy is appointed to take the minutes. Across the past year, the Rector has taken the minutes as well as chairing the meeting.

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 2019. 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.

At each PCC Meeting, time was allocated to respond to "Capital Vision 2020" (CV2020), the Diocese of London's collective vision for 2013-2020. CV2020 emerged from conversations with nearly 2,000 people and was adopted by the Diocesan Synod in March 2013 and launched in front of 2,000 people at St Paul's Cathedral in June 2013. Capital Vision comprises three major themes (confident, compassionate and creative), with ten specific areas in which the Diocese plans to be more purposeful and imaginative. Parishes are strongly encouraged to play their part in responding by launching new initiatives under the banner of CV2020. Details of our initiatives are recorded in Pages A11 and A12. Time was also spent in 2019 responding to the consultation "Listening to London, Listening to God" which will become the successor to CV2020. The responses from the congregation were sent to the Diocese of London.

## **Church Attendance**

There are 191 parishioners on the Church Electoral Roll, 70 of whom are resident in the parish, and 121 of whom are not resident in the parish. The average weekly attendance, counted in October 2019, was 136 (115 adults, 21 children). This figure includes Sundays and weekday worship.

## **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. A Prayer Ministry Team meets 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 Sundays when there is an all-age service. A youth group was launched in January 2015 which meets most months and caters for 11-18s.

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

In addition, the whole community worships together for major festivals, including Mothering Sunday, Easter Day, Dedication Festival, Harvest Festival and Christmas Day. Children/young people take an active part in these services as well as during the regular monthly all-age service.

The annual Battle of Britain Service took place on Sunday, 15<sup>th</sup> September. The attendance was excellent and included the Mayor of Harrow, Representative Deputy Lieutenant, Chief Executive of Harrow Council, along with large numbers of ATC cadets and others. The sum of £244.48 was collected during the service and split equally between Bentley Priory Museum, the RAF Benevolent Fund and the Royal Air Forces Association.

A Memorial Service took place on Sunday, 3<sup>rd</sup> November which was well supported (during which £462.25 was collected to support the work of Bereavement Care). Refreshments were provided in Church House after the service. An Act of Remembrance took place at the War Memorial in the Churchyard on Remembrance Sunday (10<sup>th</sup> November).

The Bishop of Willesden, the Rt. Revd Pete Broadbent, came to confirm nine candidates (three adults, six young people) on 8<sup>th</sup> December. Within the same service, 10 children were admitted to communion before confirmation. The sum of £500 was collected/donated to for the Bishop of Willesden's Discretionary Fund.

The 420 children from St John's Church of England School attend a service at least termly (Easter, end of term in July, Harvest and Christmas). There is also a Key Stage 2 School Carol Service held in December.

During 2019 the church was used for (*numbers in brackets relate to 2018*):

- **8** (8) baptisms mostly taking place within the Parish Communion
- **9** (0) candidates for confirmation
- **10** (1) child admitted to Holy Communion before confirmation
- **2** (5) weddings
- **2** (1) funerals were held in church, a further **6** (8) were conducted at local crematoria

The Rector, Assistant Curate and PCC are committed to the pastoral care of all people in the parish of St John's. Holy Communion is 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, Parish

Visiting Team 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
Capital Mass	£200
Flyspec	£2,000
Mission to Seafarers	£2,000
<b>Total</b>	<b>£4,400</b>

Collections were taken in support of the following:

Alzheimer's Society		£120.40
Battle of Britain Service (split three ways)		£244.48
Bereavement Care		£462.25
Bishop of Willesden's Discretionary Fund		£500.00
Children's Society (Christingle Service)		£171.02
Christian Aid		£401.00
Firm Foundation		£2,322.52
Harrow InterFaith		£244.05
Leprosy Mission		£54.30
London Diocesan Fund:		
Parochial Fees	£1,996.00*	
Lent Appeal	<u>£890.75</u>	£2,886.75
Mission to Seafarers (Junior Church Lent Appeal)		£70.16
Tearfund (Harvest Appeal)		£1,018.10
<b>Total</b>		<b>£8,495.03 **</b>

\* This figure was not a retiring collection

\*\* This figure was not shown as Church Income

## **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**

2019 has been a year of action on the Strategic Plan for the Deanery which was agreed by the Deanery Synod in November 2018. Synod met for three sessions during the year and considered one of the three key areas of the Plan. Meetings have always been open to any members of the churches to attend and so the title of the meetings was changed to "Harrow Deanery Meeting" with Synod business considered towards the end of the evening. Each evening had a time of worship led by the host church, who also gave a profile of the parish and its mission and ministries before the Synod prayed for them. Hosts also kindly provided refreshments. At each meeting reports were tabled on the recent sessions by those elected to the Diocesan and General Synods.

The 19<sup>th</sup> March session was held at St John's Church Pinner with the Bishop of London, Dame Sarah Mullaly. It started with a Eucharist. Bishop Sarah then outlined her vision for the Diocese and Synod members were able to ask her questions. Synod agreed to change the method of voting for members of the Standing Committee from July 2020 to the Single Transferrable Vote method instead of a Simple Majority. David Poole was elected as the Deanery's representative on the London Board for Schools Management Committee, Susan Cooper was elected to the vacancy for a lay member of the Deanery Standing Committee, and Kim Parry was re-elected as the Deanery's representative on the Bereavement Care Management Committee

The 25<sup>th</sup> June session was held at St Edmund's Church Northwood Hills. This meeting focussed on the key area of PRAYER and, following an introduction by the Revd Canon Alison Christian (formerly Rector of St John's Stanmore 2002-2012) on Prayer Styles, members were able to attend two of six prayer stations. Members were asked to complete a feedback card with their input on the Diocese of London's "Discerning our Vision for 2030" initiative, and these inputs were summarised and sent to the Diocese. One submission for a grant from the Deanery Mission Fund had been received and Synod agreed to grant £1,000 to St Andrew's Roxbourne for youth equipment. In June by-elections were held for the vacancies on the Willesden Area Council and the outcomes were reported to this meeting. The Revd Kate Tuckett, Vicar of St Alban's North Harrow, and Dr Toby Partridge, Licensed Lay Minister at Holy Trinity Northwood, were elected to these vacancies.

The 12<sup>th</sup> November session was held at Emmanuel Church Northwood. The main subject was the key area of DISCIPLESHIP in the Deanery Plan. Teachers and pupils from Holy Trinity



Church of England Primary School Northwood gave a talk and answered questions on their introduction of "Godly Play" and a dedicated Godly Play room at the school. The Area Dean, Ian Dowsett, presented information on Discipleship, what it is and why we need to do it. There was then an opportunity to experience a "taster" of one of five Discipleship courses that churches had run recently: The Bible Course, Growing Leaders, Life on the Frontline, Pilgrim Course and Prayer Course. The Deanery Accounts for 2018 were approved subject to examination. Derek Taylor-Mew was appointed Independent Examiner for the 2018 and 2019 accounts and Edward Stowell was elected as a Governor of Holy Trinity School Northwood.

*Robert May*  
*Honorary Secretary*

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## **Church House**

A robust system for hiring the church hall (Church House) has been in place since 2014 which is administered most efficiently 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 is reviewed annually.

The following non-Church groups used Church House on a regular basis in 2019:

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 Sharpe Academy of Theatre Arts (Tuesday and Wednesday evenings during term-time). This group stopped using Church House in July 2019.
6. The Trainstation Fitness Group (Thursday evening)

In 2019 there were 54 one-off bookings (2018 – 45). The majority of bookings are children's birthday parties, however, we have had a variety of other bookings including: baptism parties, engagement parties, wedding receptions and wedding anniversary celebrations amongst others.

*Karen Stirrup*  
*Parish Administrator*

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### **Parish Administrator's Report**

The PCC met seven times in 2019: 23<sup>rd</sup> January, 21<sup>st</sup> March, 28<sup>th</sup> April, 14<sup>th</sup> May, 17<sup>th</sup> July, 19<sup>th</sup> September and 26<sup>th</sup> November. Attendance at these meetings measured as a percentage was 53% across the year. At every meeting PCC Members received an update on the financial position. Similarly, updates on fabric matters, safeguarding and Capital Vision 2020 remained substantive agenda items. PCC Members were reminded at two meetings during the year of their obligations as trustees (St John's Church is a registered charity) especially their 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 run efficiently with the agendas, minutes, financials 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 in order to attend each meeting suitably prepared. No hardcopies are produced to save spending money unnecessarily, apart from the minutes, agenda and financials which are placed in the church porch for others to read to ensure transparency. PCC Members declare any interests (financial or otherwise) at the beginning of each meeting and leave the meeting whilst the conflicted item is discussed. Draft minutes are circulated within 48 hours of the meeting taking place to enable the actions points to be taken forward. Financials are also circulated by email to show the up to date position in between PCC Meetings.

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

### **January**

- Approved the extra parochial fees that would be payable in 2019 (eg organist, bell ringing).
- Agreed to support the Diocese of London's Lent Appeal which was focused on modern day slavery.
- Noted that the attendance at our 2018 Christmas services was a little higher compared with the previous year. 2018 = 704 (2017 = 647).
- Learned that the sum of £248.01 had been collected for The Children's Society during the 2018 Christingle Service.
- The annual subscription to Bereavement Care was renewed £200.
- Supported the re-licensing of Sylvia Daniels as a Pastoral Assistant, and Beverley McKeon as Commissioned Children's Minister. Their licenses are for five years.

## March

- Considered the 9<sup>th</sup> January 2019 Ofsted Inspection report for St John's Church of England School. The Churchwardens wrote a letter of congratulations to the Headteacher and staff in recognition of the 'good' judgement.
- Noted the participation in Firm Foundation's Winter Night Shelter had gone extremely well with over 50 church members helping this time. The sum of £1,435.15 was collected during the 2018 Christmas Services and donated to Firm Foundation. A further sum of £887.37 was sent later in the year from the retiring collection after the United Good Friday service which took place at St John's Church.
- The Church Field maintenance contract was renewed for a further 12 months.
- The church brown bin contract was renewed for a further 12 months.
- A London Borough of Harrow Environmental Health Officer re-inspected the kitchen in Church House for hygiene on 12<sup>th</sup> March 2019 and awarded the top rating of '5'. It has been two years since the original inspection took place and we were pleased to retain the '5'.
- Approved the purchase and installation of a hanging "Church House" sign that has been fitted to a bracket outside the double gates in place of a similar sign that used to hang many years ago. This has helped visitors to identify Church House.

## April

- This very short PCC Meeting took place after the Annual Parochial Church Meeting during which all PCC Members completed the latest disqualification declaration form supplied by the Diocese of London.
- Various appointments were made: Vice-Chair, Treasurer, PCC Secretary, Electoral Role 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.
- Paul Harris was re-appointed as a governor of St John's Church of England School to serve another four-year term.

## May

- The PCC received information about the current usage of Church House which included the amount each regular hirer pays and what contract is in place.
- The 2019/2020 Committee Membership/Representation was ratified.
- Noted that the sum of £890.75 was sent to the Diocese of London representing money that had been given to support the Lent appeal. Junior Church collected £70.16 to support the Mission to Seafarers.
- Noted that the attendance at our 2019 Holy Week and Easter services was a little higher compared with the previous year. 2019 = 872 (2018 = 847).
- Approved the renewal of the Church House gas contract with Total Gas & Power for a further two years at a fixed rate.
- Learned that £401 had been collected during Christian Aid Week.
- Learned that a few members of the church (incl. children) took part in the Great British Spring Clean and collected litter from Rectory Lane and around the boundary of the churchyard.
- Learned that the Rector had objected to a planning application for 12 Elm Park that overlooked Church Field.
- Dealt with a tree issue raised by a neighbour in Tudor Well Close.

## **July**

- The booking arrangements for the hiring of Church House were reviewed. The 2020 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).
- Approved the annual donations of £2,000 each to FlySpec and the Mission to Seafarers.
- Approved the renewal of the Church House electricity contract with Total Gas & Power for three years at a fixed rate.
- Approved the renewal of the Church electricity contract with Total Gas & Power for three years at a fixed rate.
- Dealt with another tree issue raised by a neighbour in Tudor Well Close.
- 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 £72.
- Agreed the cost of paying for a new church website which would be managed by the Parish Administrator. Cost £395 (one-off) and £14 per month.
- Agreed to fund the hire of a bouncy castle at the second Parish Picnic to be held on 21<sup>st</sup> July on Church Field (this date being our Dedication Festival) and approved this activity for insurance purposes. Cost £90.

## **September**

- Approved the installation of a small metal sign to advertise that there are Commonwealth War Graves in the churchyard. Archdeacon's permission was obtained. The Commonwealth War Graves Commission (CWGC) paid for the sign and arranged for it to be fitted at the Rectory Lane entrance. The Rector prepared a folder containing photos and information about the seven CWGC graves that are within the churchyard which is available for visitors to borrow.
- Considered the 2018 statistics for mission (based on the annual return) produced by the Diocese of London.
- Dealt with a third tree issue raised by a neighbour in Tudor Well Close.
- The PCC agreed that Tearfund would be the 2019 Harvest charity.

## **November**

- The Finance Policy & Risk Assessment was re-ratified.
- The Social Media Policy was re-ratified.
- The Reserves Policy was re-ratified.
- The Lone Working Policy was re-ratified.
- The Legacy Policy was re-ratified.
- The Health and Safety Policy was re-ratified.
- The Rector circulated to the PCC members a 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.
- The PCC approved a donation of £200 towards Capital Mass.
- In line with previous years the PCC agreed to award the Parish Administrator a £250 taxable bonus to be paid in December.
- The PCC agreed to fund the cost of an external Christmas Tree (£279.99) and internal Christmas Tree (£79.99).

- The PCC was pleased to learn that another 2019 Christmas Afternoon Tea was planned for 24<sup>th</sup> November. A Temporary Events Notice was obtained from the London Borough of Harrow to cover the sale of mulled wine.
- Learned that £1,018.10 had been collected at the Harvest Festival on 6<sup>th</sup> October 2019 and sent to Tearfund.
- The PCC decided not to pursue a possible partnership with the Community Payback Scheme. The communication has been poor and despite several attempts by the Rector, nothing further was heard from the Community Payback Manager after a meeting took place in February 2019.

The business rates battle with the London Borough of Harrow continued in 2019 with a significant amount of the Rector's time being spent trying to resolve their error. With help from Colliers International, Church House was eventually removed from the Ratings' List by the Valuation Office Agency. The Chief Executive of the London Borough of Harrow later conceded that the residual business rates bill should be written off. An apology was also received from the Chief Executive who agreed to refund the £3,000 fee paid to Colliers International for their services. This sum was remitted to the Diocese of London as they had covered the fee on our behalf. It was a long-fought battle which took some 15 months to resolve. The original business rates bill sent to the church was for £82,280.

In 2018 it was reported in the media that Traidcraft was in financial trouble [see <https://www.bbc.co.uk/news/business-45746732>] and may fold. Traidcraft has not folded and during 2019 we were able to have one sale organised by the Maslin family which raised £360. At the end of 2019 we learned that the local supplier has moved away and until a new supplier is found there will not be any more sales.

It was a very painful decision to have to make to evict the tenants in Church House Cottage for non-payment of rent (the last rental payment received was September 2018). The tenants were eventually evicted by High Court Bailiff on 8<sup>th</sup> April 2019 with assistance from the Metropolitan Police. The total loss across 2018 and 2019 was £10,716 which included unpaid rent, legal fees, agent's fees, court fees, bailiff costs and replacement locks). Church House Cottage then needed to be cleared as the tenants took virtually nothing with them. This was done by volunteers. The cottage was fully refurbished and rewired ahead of Jonny and Jenna Rapson moving to Stanmore in June 2019. The total spend on the refurbishment was £8,749 which was funded in part from some unrestricted legacy monies of £4,873. The remainder was taken from our 2019 surplus. It is very good to have the Rapsons in occupation!

We delivered over 203kg of produce to the Harrow Foodbank during the year.

PCC Members continued to consider the responses St John's were making towards Capital Vision 2020 (CV2020), which is the Diocese of London's collective vision for 2013-2020. CV2020 was an agenda item at each meeting which is encouraged by the Diocese to ensure mission remains a top priority for every parish. During the year, the following responses were made to CV2020:

- St John's took part in the Archbishops of Canterbury and York's "Thy Kingdom Come" event. The church remained open for 24 hours across 8<sup>th</sup> – 9<sup>th</sup> June 2019 with several church members visiting to pray.
- In June, 210 Year 4 children from Aylward School Primary School and Stanburn Primary School visited the Church and Old Church. The purpose of the visits was for the children

to experience a place of worship, to learn about the history and what it is used for today.

- In July, 60 Year 5 children from St John's Church of England School visited the Church to learn about public worship.
- In November, 250 Year 11 students from Bentley Wood High School visited the Church to learn about Christianity which was part of the GCSE RE syllabus.
- The youth group continues to meet most months. Two members of our youth group have attended 'The Gathering', a Sunday evening youth services held at St Peter's Church West Harrow.
- The participation of St John's Church in the 2020 Winter Night Shelter being run by Firm Foundation. Men's underwear and toiletries were donated by members of the congregation at Christmas which were taken to Firm Foundation.

With Capital Vision 2020 coming to an end, the Diocese of London began the process of discerning what the new vision might look like. A consultation called "Listening to London, Listening to God" was launched which sought to gain answers from as many people as possible to the following questions.

Looking back over the past five years:

a) How have you seen God working in London?

Looking forward to 2030:

b) What do you think God is calling the church in London to be?

c) What do you think God is calling the church in London to prioritise?

d) Do you have any other observations that could help our mission and ministry in London?

The Rector preached about mission and explained the new consultation. The congregation was invited to contribute their answers to the above questions. A response was sent to the Diocese of London.

In closing it has been another busy but very productive year for the PCC! We have participated fully in the Deanery and Diocesan activities when requested. Thank you to all the PCC members and to the Rector for their time and continued support.

*Karen Stirrup*

*Parish Administrator (acting as PCC Secretary)*

## Financial Review

1. A budget for 2020 was approved by the PCC on 26<sup>th</sup> November 2019.
2. The accounts are operated on an accruals basis.
3. Total expenditure was £167,215 compared to total income of £181,667 resulting in a surplus of £14,452.
4. Planned giving has increased slightly by £992 to £48,466 (2018 - £47,474). All other donations have increased by £3,772 to £17,062 (2018 - £13,290).

'Thank you' letters were sent by the Treasurer in respect of appropriate donations received during the year.

5. Gift Aid recovered on eligible stewardship and donations amounted to £15,245 (2018 - £13,172) and related to donations received from January 2019 through to December 2019.
6. Grants were received from the historic Stanmore Charities totalling £4,770 (2018 - £4,494).
7. Additional income of £56,457 (2018 - £50,677) was generated from hiring Church House which is represented as follows:

<b><u>Group Name</u></b>	<b><u>Total (£)</u></b>
Kandoo (fitness group)	2,900
Rainbows/Brownies/Guides	849
Stanmore Montessori	30,020
The Bridge Club	100
The Sharpe Academy of Theatre Arts	3,533
The Trainstation (fitness group)	1,020
One-off bookings (54 in 2019, 2018 in 45)	18,035
<b>TOTAL</b>	<b>56,457</b>

8. Rental income from our three properties totalled £30,300 (2018 - £38,900). Agents' fees of £2,035 were charged (2018 - £8,631). This income figure is under budget and agents' fees distorted for three reasons:
  - the £3,000 paid to Colliers International for their advice to resolve the Church House business rates. The London Borough of Harrow covered the cost of this fee.

- the losses arising from the non-payment of rent by the long-standing tenants in Church House Cottage which led to their eventual eviction. The losses amounted to £10,715.65 as follows:

£1,440 - Bailiff

£656.50 – Court

£2575 - Legal

£693 – Management

£6,900 – Rent (September 2018 – March 2019)

£451.15 – Locksmith (includes £120 for additional keys to wooden gate)

£12,715.65 - TOTAL

The £2,000 deposit (that was paid directly to Ellis & Co by the tenants when they move in to the property in 2015) was refunded to us which reduced the loss to **£10,715.65**, which was split across 2018 and 2019.

- Church House Cottage is currently being used by the Assistant Curate and his wife.
9. The PCC agreed to pay £79,770 towards the Diocesan Common Fund which equated to 96% of the 2019 cost of running a 'single vicar parish' (£82,800). 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 pay an additional £1,000 to the Common Fund which increased our overall giving to £80,770 (97%).

We also paid the 1% Deanery Schools' Levy of £797.70 (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.

In May, the PCC agreed to pay £82,170 (£6,847.50 per month) in Common Fund during 2020. This represents 96% of 2020 costs (£85,200). The PCC are keen to make an additional payment again in 2020 towards their desire to pay 100% of costs.

10. General premises costs were £34,984 (2018 - £39,061). These are the running costs of the church, hall and grounds and include the insurance premiums, utility bills, removal of rubbish, cleaning, repairs and maintenance, together with the costs of keeping the churchyard and church field tidy.
11. The full cost of employing our part-time Parish Administrator (15 hours per week) was £10,181 (2018 - £10,204). This amount includes salary, pension and National Insurance contributions.
12. No legacies were received during the year.
13. A memorial donation of £1,000 was received in memory of the late Alison Campbell. Gift Aid of £250 was added to this donation.



14. The general (unrestricted) fund now totals £137,252. The PCC agreed to remove these historical funds from designated funds to general funds:

£51,909 Church Fabric  
£4,742 Clergy Housing

15. Total Reserves of £2,355,154 are held:

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. In line with the financial policy and risk assessment, all bills and invoices were usually settled by cheque (or standing order/direct debit), apart from the monthly Common Fund payment to the Diocese of London and the annual donation to FlySpec (Flying Medical Specialists around Zambia). These payments are transferred via internet banking with an audit trail held.

On rare occasions payments are made via internet banking. Two authorised signatories will sign off such payments and an audit trail is held.

The finance policy and risk assessment was reviewed in November.

17. 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 over many years 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. Of the 2019 surplus, £10,000 was transferred to this account.

18. 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 (£90,000) 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 26<sup>th</sup> November 2019. 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 count and bank the collection money each week, to those who countersign cheques and to all those who help in any way with the finances.

*Jennifer Neve*  
*PCC Treasurer*

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### **Church Workers Pension Fund (CWPF)** **FRS102 Wording - December 2019 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 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 contributions payable (2019: £421.20, 2018: £421.20). 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.

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*

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**Approved by the PCC and signed on their behalf by:**



**The Revd Matthew Stone**  
**Chairman**

**Date 28<sup>th</sup> April 2020**



**Ms Jennifer Neve**  
**PCC Treasurer**

**Date 28<sup>th</sup> April 2020**

**ST JOHN THE EVANGELIST, GREAT STANMORE**

**Statement of Financial Activities**

**For the period from 1<sup>st</sup> January 2019 to 31<sup>st</sup> December 2019**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b><i>Income and endowments from:</i></b>					
Donations and legacies	80,773	—	—	80,773	73,935
Income from charitable activities	10,888	—	—	10,888	11,339
Other trading activities	57,944	—	—	57,944	52,161
Investments	31,928	85	48	32,061	39,827
Other income	—	—	—	—	(89,294)
<b>Total income and endowments from:</b>	<b>181,534</b>	<b>85</b>	<b>48</b>	<b>181,667</b>	<b>87,968</b>
<b><i>Expenditure on:</i></b>					
Expenditure on charitable activities	163,504	—	—	163,504	162,914
Other expenditure	3,711	—	—	3,711	(82,905)
<b>Total expenditure on:</b>	<b>167,215</b>	<b>—</b>	<b>—</b>	<b>167,215</b>	<b>80,010</b>
<b>Net income / (expenditure)</b>	<b>14,318</b>	<b>85</b>	<b>48</b>	<b>14,452</b>	<b>7,959</b>
<b><i>Transfers</i></b>					
Gross transfers between funds - in	66,546	—	—	66,546	4,800
Gross transfers between funds - out	(66,540)	(6)	—	(66,546)	(4,800)
<b>Net income / (expenditure)</b>	<b>14,325</b>	<b>79</b>	<b>48</b>	<b>14,452</b>	<b>7,959</b>
<b><i>Other recognised gains / losses</i></b>					
<b>Net movement in funds</b>	<b>14,325</b>	<b>79</b>	<b>48</b>	<b>14,452</b>	<b>7,959</b>
<b><i>Reconciliation of funds</i></b>					
<b>Total funds brought forward</b>	<b>2,339,563</b>	<b>1,067</b>	<b>72</b>	<b>2,340,702</b>	<b>2,332,744</b>
<b>Total funds carried 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><i>Represented by</i></b>					
Unrestricted					
General fund	137,252	—	—	137,252	67,482
Designated					
Church Fabric Fund	—	—	—	—	51,909
Clergy Housing Fund	—	—	—	—	4,752
Common Fund Extra	2,400	—	—	2,400	3,200
Property Account Fund	2,200,000	—	—	2,200,000	2,200,000
Rectory Decoration Fund	3,200	—	—	3,200	2,400
Restricted Interest	11,036	—	—	11,036	9,820
Restricted					
Great Stanmore Old Church Fund	—	—	—	—	6
M Webb Legacy Fund	—	12	—	12	12
Restricted Interest	—	1,134	—	1,134	1,049
Endowment					
Weber Grave Fund	—	—	120	120	72

**ST JOHN THE EVANGELIST, GREAT STANMORE**  
**Balance Sheet**  
**As at: 31<sup>st</sup> December 2019**

	As at 31/12/2019 £	As at 31/12/2018 £
<b>Fixed assets</b>		
Tangible assets	2,200,988	2,200,535
	<u>2,200,988</u>	<u>2,200,535</u>
<b>Current assets</b>		
Cash at bank and in hand	187,102	174,403
	<u>187,102</u>	<u>174,403</u>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	3,500	500
Provision for liabilities and charges due within one year	2,129	5,449
	<u>181,474</u>	<u>168,454</u>
<b>Net current assets less current liabilities</b>	<u>181,474</u>	<u>168,454</u>
<b>Total assets less current liabilities</b>	<u>2,382,462</u>	<u>2,368,989</u>
<b>Liabilities</b>		
Creditors: Amounts falling due after more than one year	21,223	19,270
Provision for liabilities after one year	6,085	9,017
	<u>2,355,154</u>	<u>2,340,702</u>
<b>Total net assets less liabilities</b>	<u>2,355,154</u>	<u>2,340,702</u>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General fund	137,252	67,482
<b>Designated</b>		
Designated - Church Yard Fund	—	—
Designated - Creation Garden Fund	—	—
Designated - Restricted Interest	11,036	9,820
Designated - Common Fund Extra	2,400	3,200
Designated - Organ repair Fund	—	—
Designated - Rectory Decoration Fund	3,200	2,400
Designated - Church Fabric Fund	—	51,909
Designated - Clergy Housing Fund	—	4,752
Designated - Legacies Fund	—	—
Designated - Property Account Fund	2,200,000	2,200,000
Designated - Mission Fund	—	—
<b>Restricted</b>		
Restricted - Bell Fund	—	—
Restricted - Choir Legacy Fund	—	—
Restricted - Church Yard Fund	—	—
Restricted - M Webb Legacy Fund	12	12
Restricted - Great Stanmore Old Church Fund	—	6
Restricted - Church Fabric Fund	—	—
Restricted - Legacies Fund	—	—
Restricted - Creation Garden Fund	—	—
Restricted - Restricted Interest	1,134	1,049
<b>Endowment</b>		
Endowment - M Webb Legacy Fund	—	—
Endowment - Legacies Fund	—	—
Endowment - Weber Grave Fund	120	72
<b>Funds of the church</b>	<u>2,355,154</u>	<u>2,340,702</u>

# ST JOHN THE EVANGELIST, GREAT STANMORE

## Notes to the Financial Statements for the year ended 31<sup>st</sup> December 2019

### 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 2019. The aggregate amount given by PCC Members and related parties in 2019 was £8,707.

The Rector, Assistant Curate and Pastoral Assistant were reimbursed expenses totalling £1,119 of which £373.18 related to travel costs and £51.35 for hospitality. 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 2019 Income and Expenditure Account

	Actual At 31/12/2019	Budget At 31/12/2019	Variance At 31/12/2019	Actual At 31/12/2018
<b>Income</b>				
<b>Incoming and Endowments from:</b>				
<b>Donations and legacies</b>				
Standing Order	46,313	43,611	2,702	40,245
Stewardship Cheques	350	832	-482	615
Other Planned Giving Orange Envelopes	1,803	1,230	573	6,614
Church Plate Collections	5,563	6,000	-437	6,139
Open Church Collections	988		988	753
Gift Aid White Envelopes	5,700	3,850	1,850	3,744
Donations Other Gift Aided	1,921		1,921	1,230
Donation Other not Gift Aided	2,889		2,889	1,424
Tax recoverable on Gift Aid	15,245	11,105	4,141	13,172
Curate (for accommodation)	0	11,900	-11,900	538
	<b>80,773</b>	<b>78,527</b>	<b>2,246</b>	<b>74,473</b>
<b>Investments</b>				
Dividends & Interest	10	15	-5	10
CBF Bank Interest	1,299	959	340	918
Rent Hollond Lodge	10,200	10,200	0	10,200
The Chase	20,100	20,100	0	20,100
Church House Cottage		13,800	-13,800	8,600
Investment Income	453		453	
	<b>32,061</b>	<b>45,074</b>	<b>-13,013</b>	<b>39,827</b>
<b>Other trading activities</b>				
Church Hall Caretaker Fee	1,000		1,000	625
Church Hall Lettings One-Off	18,035	12,000	6,035	11,315
Montessori School Letting	30,020	31,100	-1,080	29,401
Church Hall Lettings Regular	8,402	10,025	-1,623	9,960
Parish Magazine Sales	314	300	14	376
Parish Magazine Advertising Income	174	485	-311	484
	<b>57,944</b>	<b>53,910</b>	<b>4,034</b>	<b>52,161</b>
<b>Income from Charitable Activities</b>				
Clerk Staple/Holland Lodge	4,770	4,000	770	4,494
Funeral Fees PCC	1,321	1,020	301	1,144
Wedding Fees PCC	571	300	271	1,372
Youth Group	249	480	-231	599
The Café St Jean	1,351	1,300	51	1,358
Social Events	926	655	271	852
Church Flowers	890	900	-10	761
Little Fishers and Toddler Group	274		274	200
Junior Church	32	48	-16	43
Tea & Chat	504		504	516
Great Stanmore Old Church				-1,107
	<b>10,888</b>	<b>8,703</b>	<b>2,185</b>	<b>10,232</b>
<b>Other Income</b>				
Listed Places of Worship Grant				161
	<b>0</b>	<b>0</b>	<b>0</b>	<b>161</b>
<b>Income Grand Total</b>	<b><u>181,667</u></b>	<b><u>186,214</u></b>	<b><u>-4,547</u></b>	<b><u>176,854</u></b>



	<b>Actual</b> <b>At 31/12/2019</b>	<b>Budget</b> <b>At 31/12/2019</b>	<b>Variance</b> <b>At 31/12/2019</b>	<b>Actual</b> <b>At 31/12/2018</b>
<b>Expenditure</b>				
<b>Expenditure on Charitable Activities</b>				
Giving to Missionary Societies	2,400	2,200	-200	2,400
Secular Charities (Flyspeg)	2,000	2,000	0	2,000
	<b>4,400</b>	<b>4,200</b>	<b>-200</b>	<b>4,200</b>
Ministry Parish Share	78,367	79,770	1,403	73,566
Ministry Parish Share Extra	3,200		-3,200	3,770
	<b>81,567</b>	<b>79,770</b>	<b>-1,797</b>	<b>77,336</b>
Legal & Professional Fees	2,035	5,000	2,965	8,631
Sal Hon	255		-255	173
Parish Admin Salaries	9,610	9,660	50	9,610
Parish Admin NI	150	169	19	173
Parish Admin - Pension & Life Insurance	421	421	0	421
	3,000	0	-3,000	0
PCC Property Hollond Lodge	1,216	1,305	89	2,337
PCC Property Church House Cottage	135	137	3	2,289
PCC Property The Chase	1,927	1,454	-473	2,597
	<b>18,749</b>	<b>18,147</b>	<b>-602</b>	<b>26,231</b>
Working Expenses of Incumbent	887	1,000	113	688
Rectory Water	409	500	91	411
Assist Staff/Pastoral Assistant	123	400	277	142
Curate (accommodation)		14,400	14,400	500
Working Expense of Curate	109	200	91	
Curate Water		350	350	
	<b>1,527</b>	<b>16,850</b>	<b>15,323</b>	<b>1,741</b>
Youth Group	450	600	150	467
Parish Training Mission	1,495	200	-1,295	1,480
Hospitality Expenses				42
Holiday Club				5
	<b>1,945</b>	<b>800</b>	<b>-1,145</b>	<b>1,994</b>
Visiting Speakers	120		-120	55
Church Cleaning	2,605	3,252	647	3,062
Church Insurance	7,852	14,000	6,148	7,626
Church Maintenance	2,851	5,380	2,529	4,913
Church Flowers	1,320	1,695	375	1,614
Church Organ/Piano Servicing	3,309	900	-2,409	841
Church Projection System	436		-436	0
Garden Waste	75		-75	75
Upkeep of Services	1,504	520	-984	1,127
Services Sundries	414	140	-274	231
Music & Choir Licenses	333	470	137	427
Church Publicity	502	20	-482	10
Junior Church	126	250	124	319
Administration	160	235	75	234
Social Events	871	590	-281	821
The Café St Jean	974	960	-14	1,240
Postage & Telephone	1,297	928	-369	1,063
Photocopy Costs	1,046		-1,046	1,018
Photocopier Lease	1,848	1,752	-96	1,800
Parish Office Costs	605	1,218	613	
Printing/Stationary	1,548	925	-623	1,388
Sundry Expenses	221		-221	203
Tea & Chat	402		-402	303
Little Fishers & Toddlers Group	145		-145	140
Depreciation Church Boiler				401
	<b>30,564</b>	<b>33,235</b>	<b>2,671</b>	<b>28,911</b>

	<b>Actual</b> <b>At 31/12/2019</b>	<b>Budget</b> <b>At 31/12/2019</b>	<b>Variance</b> <b>At 31/12/2019</b>	<b>Actual</b> <b>At 31/12/2018</b>
Church Electricity	-280	2,830	3,110	2,709
Church Water	172	125	-47	109
Church Heating	3,472	4,000	528	3,410
	<b>3,363</b>	<b>6,955</b>	<b>3,592</b>	<b>6,227</b>
Hall Cleaning	2,695	3,000	305	2,920
Hall Insurance	3,597	3,808	210	3,504
Hall Maintenance	2,881	2,562	-319	1,592
Hall Mowing	3,142	3,000	-142	2,295
Hall Rubbish Removal	484	484	0	409
Hall Caretaker	1,010	600	-410	575
Hall Sundry Expenses	147		-147	625
Hall Light Heat	5,121	8,135	3,014	6,285
Hall Water	316	700	384	154
Depreciation Hall Carpet				588
	<b>19,392</b>	<b>22,288</b>	<b>2,896</b>	<b>18,946</b>
Hollond Lodge Major Repairs	925	1,161	236	1,100
The Chase Major Repairs	392	1,161	769	975
Church House Cottage Major Repairs	4,191	1,161	-3,031	815
	<b>5,508</b>	<b>3,482</b>	<b>-2,027</b>	<b>2,890</b>
<b>Other Expenditure</b>				
Bank Charges	200	208	8	200
Harrow Deanery		280	280	20
	<b>200</b>	<b>488</b>	<b>288</b>	<b>220</b>
<b>Expenditure Grand Total</b>	<b><u>167,215</u></b>	<b><u>186,214</u></b>	<b><u>18,999</u></b>	<b><u>167,860</u></b>
<b>Excess Income over Expenditure</b>	<b>14,452</b>	<b>0</b>	<b>14,452</b>	<b>9,940</b>
<b>Balance bfd 01/01/2019</b>	<b>2,340,702</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Balance at 31/12/2019</b>	<b><u>2,355,154</u></b>	<b><u>0</u></b>	<b><u>14,452</u></b>	<b><u>9,940</u></b>
<b>Statement of Assets and Liabilities as at 31 December 2019</b>		<b>2,355,154</b>		
<b>Banks</b>				
Central Board of Finance Deposit Account		110,000		
Central Board of Finance Deposit Account (Mary Webb)		5,112		
Barclays Current Account		67,189		
Barclays Deposit Account		4,801		
<b>Total cash at 31 December 2019</b>		<b>187,102</b>		
<b>Tangible Assets</b>				
Properties		2,200,000		
Investments		988		
		<b>2,200,988</b>		
<b>Liabilities</b>				
Legacy		-6,085	M Webb, A Carey	
Returnable Deposits		-500	Montessori	
Accrual (for Feasibility Study Costs)		-3,000		
Returnable Deposits (Hall)		0		
Rectory Decoration		-3,200		
Common Fund extra		-2,400		
Fund Raising/Organ		-21,224		
Deferred Income (2020 Hall Hire and Parish Magazine Advertising)		-2,128		
<b>Total Liabilities</b>		<b>-38,537</b>		
Barclays Current Account		<b>67,189</b>		
<b>Amount left to spend from Current Account</b>		<b><u>28,653</u></b>		

## ST JOHN THE EVANGELIST, GREAT STANMORE

### Fund Statement of Change 31<sup>st</sup> December 2019

Fund	Brought forward				Movement				Carried forward			
	Unrestricted	Designated	Restricted	Endowment	Unrestricted	Designated	Restricted	Endowment	Unrestricted	Designated	Restricted	Endowment
Bell	-	-	-	-	-	-	-	-	-	-	-	-
Choir	-	-	-	-	-	-	-	-	-	-	-	-
Churchyrd	-	-	-	-	-	-	-	-	-	-	-	-
Comextra	-	3,200	-	-	-	(800)	-	-	-	2,400	-	-
MWeb	-	-	12	-	-	-	-	-	-	-	12	-
OldChurch	-	-	6	-	-	-	(6)	-	-	-	-	-
Rectory	-	2,400	-	-	-	800	-	-	-	3,200	-	-
Churchfab	-	51,909	-	-	-	(51,909)	-	-	-	-	-	-
General	67,482	-	-	-	69,769	-	-	-	137,252	-	-	-
Clergyhse	-	4,752	-	-	-	(4,752)	-	-	-	-	-	-
Legacies	-	-	-	-	-	-	-	-	-	-	-	-
Property	-	2,200,000	-	-	-	-	-	-	-	2,200,000	-	-
Mission	-	-	-	-	-	-	-	-	-	-	-	-
Creation	-	-	-	-	-	-	-	-	-	-	-	-
Webergrav	-	-	-	72	-	-	-	48	-	-	-	120
Interest	-	9,820	1,049	-	-	1,216	85	-	-	11,036	1,134	-
Loan	-	-	-	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>67,482</b>	<b>2,272,080</b>	<b>1,067</b>	<b>72</b>	<b>69,769</b>	<b>(55,445)</b>	<b>79</b>	<b>48</b>	<b>137,252</b>	<b>2,216,636</b>	<b>1,146</b>	<b>120</b>

# ST JOHN THE EVANGELIST, GREAT STANMORE

## Statement of Assets and Liabilities (by code) as at: 31<sup>st</sup> December 2019

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	72
<b>Total</b>	868	2,200,000	—	120	2,200,988	2,200,535
<b>Current assets - Cash at bank and in hand</b>						
A1504 : Bank current account	105,120	(40,050)	2,120	—	67,189	64,509
A1505 : Bank deposit account	2,218	2,584	—	—	4,801	4,792
A1520 : CBF CoE deposit A/c	55,898	54,103	5,112	—	115,112	105,102
<b>Total</b>	163,235	16,636	7,231	—	187,102	174,403
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
A1670 : Church Fund Raising/Organ	21,223	—	—	—	21,223	19,270
<b>Total</b>	21,223	—	—	—	21,223	19,270
<b>Liabilities - Creditors: Amounts falling due in one year</b>						
A1613 : School returnable deposit	500	—	—	—	500	500
A1647 : Accruals	3,000	—	—	—	3,000	—
<b>Total</b>	3,500	—	—	—	3,500	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
A1707 : Donation Joseph Anom	—	—	—	—	—	2,932
<b>Total</b>	—	—	6,085	—	6,085	9,017
<b>Liabilities - Provision for liabilities and charges due within one year</b>						
A1610 : Deferred Income	2,129	—	—	—	2,129	5,449
<b>Total</b>	2,129	—	—	—	2,129	5,449
<b>Net total assets</b>	137,252	2,216,636	1,146	120	2,355,154	2,340,702

<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	137,252	—	—	—	137,252	67,482
Designated - Comextra	—	2,400	—	—	2,400	3,200
Designated - Rectory	—	3,200	—	—	3,200	2,400
Designated - Churchfab	—	—	—	—	—	51,909
Designated - Clergyhse	—	—	—	—	—	4,752
Designated - Property	—	2,200,000	—	—	2,200,000	2,200,000
Designated - Interest	—	11,036	—	—	11,036	9,820
Restricted - MWeb	—	—	12	—	12	12
Restricted - Oldchurch	—	—	—	—	—	6
Restricted - Interest	—	—	1,134	—	1,134	1,049
Endowment - Webergrav	—	—	—	120	120	72
<b>Total</b>	<b>137,252</b>	<b>2,216,636</b>	<b>1,146</b>	<b>120</b>	<b>2,355,154</b>	<b>2,340,702</b>

**Independent Examiners Report**  
**to the PCC of St John the Evangelist, Great Stanmore**

This report on the financial statements of the PCC for the year ended 31<sup>st</sup> December 2019, which are set out in the foregoing pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and s.43 of The Charities Act 1993 (the Act).

**Respective responsibilities of the PCC and the Examiner**

As members of the PCC, you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and s.43(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under s.43(7)(b) of the Act and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with my examination, no matters have come to my attention:

(1) which give me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the Act; and
- to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Signed   
**D. Taylor-Mew FMAAT**

**Date** 20<sup>th</sup> February 2020

123 Park Lane, Harrow, Middlesex, HA2 8NN