

Financial Statements
of the
Parochial Church Council of St Cuthbert
North Wembley

For the year ending 31st December 2016

Vicar:

Rev Steve Morris

The Vicarage

214 Carlton Avenue West
North Wembley
Middx
HA0 3QY

Bankers

Barclays Bank PLC
Kensington & Chelsea Group
PO Box 4599
London SW3 1XE

Treasurer:

Christine Morris
Harry and Valerie Harrigan
Book keeping
Janet Stern Management
Accounts

Independent Examiner

Rev. David Green, FCA
Gowers Ltd
The Old School House,
Bridge Road, Hunton Bridge
Kings Langley, Herts
WD4 8SZ

St Cuthbert's PCC has the responsibility of cooperating with the incumbent, the Reverend Steven Morris, in promoting the ecclesiastical parish and the whole mission of the Church.

The PCC is committed to our church growing and being a beacon of hope in this parish.

Vicar's report – what has happened here this year, our achievements.

Hello and it has been wonderful to spend this year with you. I have thoroughly enjoyed this year, with all its challenges, difficulties and victories. We offer all of this to Jesus our Lord. What I like is that we have not dodged any of the difficulties. Instead we face them, as a team, looking for ways to improve what we do.

We have continued to develop this church as a community hub. We have seen people come in from our area do feel part of this community. The large numbers from our parish, of all faiths, at our Christmas services were testament to this.

So this year we continued to understand what the new reality looks like here. I see a very exciting church emerging. We are much stronger in our finances and we have worked hard on our worship and on being creative in what we do. We now have worship teams for every Sunday. And with Penny Pedley joining us we have experimented with some very creative services – which have been well-received. Indeed, we have looked to mix up the services – conducting great set-piece services on significant days like remembrance Sunday, reflective services and full-on worship-type services.

Our church wardens and vergers and volunteers have been amazing. We have also continued to unearth hidden talents.

And of course, we had Elvis (or Antony Wolfson) all the way from sunny Spain in the building again, raising money for us. More of our fundraising a bit later, and the many times we opened the church to events and to encourage jollity and an outbreak of hopefulness.



The rest of the report shows the things we are doing. The spirit of God is strong here and there is a great spirit of togetherness. Those new people who start all comment on it.



Church is voluntary. None of you need to help. But you do, and you help with joy and a servant heart. Long may it continue. The picture above is of Lukey taking a well-earned rest at our Church bazaar (another new initiative for putting us at the heart of this community). Love the hat!

Steve



Warden's report

OUR FINANCES

At the beginning of this term, it seemed we had more project ideas and very little financial backing. But somehow God has been faithful, finances are pouring in (thanks mainly to our vicar, who has tirelessly pursued grants and found organisations willing to get behind our plans). The congregation joined in the fund raising by planning 2 post-summer, themed, events. We had successful Ghanaian and Caribbean film nights. The food and ambiance, great for a small fee. We also had an Elvis night which was well attended. I can say with confidence that St. Cuths throws great parties!

Apart from this we have been awarded some very useful grants including £30k over three years from The Mercers Company.

Our hall lettings have increased with a new ballet school starting.

And finally, we have employed the services of a book keeper who has been able to help us better report on and understand our finances.

ACTIVITIES

Summer Church

This summer, as usual was a time for most of our volunteers to rest. The summer services were led by Penny. She planned intimate and creative gatherings. The congregation were able to participate in the service, crystallising the message each week, and attendance was steady.



Community Events

Community Bazaar

As part of our plan to reach out to and open our doors more to the community, we held a community bazaar. It was a fun way to meet members of our local community while still raising funds for the church.

Memory Café

This has been a big hit with our community. What started as an idea in our vicar's mind has snowballed and grown into a well attended community event. Everyone is welcome no matter their creed....and it seems people who would never darken the doors of a church turn up for Memory café. The Diocese came round to film a day's activities at the memory café, that was exciting. Our very own vicar, off the back of this, was invited to feature the café on radio London.

What can I say, the memory café has grown, numbers increasing every week. It has grown from a once weekly group to twice weekly. As a result some attendees have started coming for our Sunday services. Unfortunately, we lost Adrian who helped us set things up in the beginning and stayed with us until he was no longer able to.

Café Church



Café church is the highlight of our month. It is our best attended service, even though it starts at 9:30 am. We have a great setup team, Rosemary is always out doing herself with Lynn, Hazel and Liz . Breakfast is always fantastic there is always enough for everyone, and something for everyone.

OUR BUILDINGS

Church Hall

We have been doing a bit more decorating this year. Our hall has been spruced up a bit, with some work done on the toilets and general decorating. Plans have been drawn up for a new café area and improving the electrics.

Main Church Building

Our church building has served us really well over the years, though it is in good shape the time has come to do something about our ageing electrics. Our whole church got behind this initiative, the need to raise money for the job. Our vicar, especially, has worked really hard to find financial sources / backing for the work required.

We have also been playing around with the church layout and will be looking into relocating the kitchenette to the back of the church, near the café area and to finally create a proper disabled toilet.



More connections with the community

There is much research that points to the fact that churches grow when people get used to popping in and seeing them as normal parts of their everyday lives.

So our church is now a hub of activity on Tuesday as well as Thursday. Our Tuesday group has grown in numbers to about 15-20. We meet in the community room and it is great to hear so much laughter and singing coming out of that room.

The Tuesday Group is an example of simple ministry. It just takes a kettle and tea and coffee and a will to welcome people. We hope to set up more weekday groups.

Our memory café has grown hugely and we now pay a trainer to lead the seated-exercise.

We also had a visit from some lovely bell-ringers from Hillingdon. (see the picture). We've opened our rooms to community group and now a number of them come and use our facilities. Recent contacts with The Brent Punjabi Association look positive.

We have hosted many gatherings here this year. Training events from the Diocese. A fundraiser for St Luke's. A political meeting with our local MP. We feel that we are on the map. And that these events the faithful Patrick has often been on hand to help with the sound and make things run smoothly.



Sunday services at St Cuthbert's

We looked to develop our Sunday services even in the face of not having a full-time worship band. It is quite a challenge, but we have not been discouraged.

Penny and Steve and the team have thought carefully about what services to do and when to do them. We try to be interactive and creative.

We are really happy to have so many new worship resources coming. Faith leading her spiritual singing slots is wonderful. Bobby Stanley and Eddie Currens, Christine and Emily have all been heroes. We know that sometimes we are stretched, but God always turns up on a Sunday. Paul and Avril do sterling work and the 9.30 Sunday services continues to blend tradition and modern worship songs.

Next year we have some exciting initiatives on the worship front. With a new Third Sunday service led by St Peter's Harrow, and catch the Fire coming once a month. We continue to encourage our congregation to get involved, with reading and praying at services.

Safeguarding

We have approved a new safeguarding policy and continue to take this area very seriously indeed.

Volunteers

We have so many volunteers but we always want more. We are finding some of the newer folk coming to church have thrown themselves in and we are getting more people stepping forward.

Deanery Synod Report 2016 and Electoral Roll

Brent Deanery Synod, now known as Anglicans in Brent, is made up of the clergy and elected representatives of the people of each of the churches in Brent. The number of representatives from each parish depends upon the number of people on the electoral roll.

At present St.Cuthberts is entitled to two representatives..there is one vacancy.

There are up to three meetings each year which, after a short business meeting, focus on wide variety of topics affecting the church in Brent and beyond. Most of the meetings are open to all, so if you think you might be interested, speak to Hazel Bathurst and she will let you know when she hears of future meetings.

Community Payback

For most of the year a team of men and sometimes women help to keep the Church grounds looking tidy and attractive. The majority of them are young men. Many of them have come from abroad. Some speak little English. They have committed certain crimes which require them to do unpaid community service rather than going to prison. From when they first came to help us, Chevon Henry has led an ever changing team with authority and humour. They appreciate how they have been accepted by the members of St Cuthbert's and have not been judged for what they have done. A lot of bulbs were planted in the Autumn and hopefully the results will be seen in the Spring.

Ploughman's

We hold these lunches from 12 noon on the first Monday of the month, enjoying rolls and cheeses, salad and cake and coffee or tea. This year we met on 6 occasions.

As usual we had a theme for the table decorations and this year we celebrated the Queen's 90th Birthday in April and the seasons, including our special Christmas lunch which we held in the Meeting Room instead of the Church as it was cosier and warmer!

We were very sad to lose another of our longstanding regulars when dear Hilda Stewart died in April. She loved the lunches and would always bring a souvenir from her holidays which we could use to decorate the table. But we were also pleased to welcome some new people, including our new lay minister Penny Pedley and are glad that she and Steve come when they can.

We always have plenty of friendly chat and lots of laughter, as well as having a chance to discuss topics of interest in our Church life. We have a regular group of about 10 or 11 and would welcome anyone who is available to join us. Just turn up.

Financial report

We are in a stronger position this year in our finances.

From a position of deficit in recent years, with substantial liabilities, we now are in profit and have the money raised to pay for the necessary kitchen and electrical work (£55,000).

We have undertaken additional activities this year with the money we have.

1. Added a new Tuesday group, that has been self-funding through a grant.
2. Expanded the activities in memory café – which have been funded through café attendees donations.
3. We have drawn up plans for the new electrical work – funded by a grant from the Beatrice Laing foundation.

Highlights from the numbers

We have an **operating profit** for the year of £60,117 largely due to the vicar's fundraising activities and the contribution of memory café.

Our **planned and other giving** has risen slightly from £69,664 last year to £70,379 this year.

We now have £102,00 at the bank with a further £18,000 pledged from the diocese to help us with planned work.

We have increased **revenue from the hall** to £25,614 up from £18,533 with further increased next year.

We have increased our contribution to the **Common Fund** to £48,000 per year.

We have established a maintenance fund for the first time.

The story behind the numbers

This year has shown a remarkable turnaround in our financial situation – from carrying a loss of £5,664 to an operating profit of £60,117. This has been the result of a number of factors:

- Careful pruning of our costs, re-negotiating contracts for gas/electricity to get the best contract prices.
- Maximising our income of the hall. We have recently started an extra evening let to the ballet school and this additional income has allowed us to undertake some necessary improvements to the toilets and to decorate the hall. This re-investment allows us to command a good rate for the hall.
- Fund-raising by the Vicar (grants for Memory Cafe), by individuals in the church with the various themed evenings and events such as the Christmas Bazaar which involved so many of us. It has been very rewarding to see the democratisation of fund-raising, with so many people helping with their time and energies.
- The Memory Cafe has been a major contribution to our financial health. Firstly, we continue to attract grants to help us finance this ground-breaking work. When grant claims are made, we are allowed to allocate some of our running costs to the Memory Cafe. So rather than being a drain on our resources, Memory Cafe is now a substantial contributor to our income, through grants and collections.

What is on the horizon?

Our electrics are planned now, awaiting tender prices. We expect them to be in the region of £40,000. Again, it is a great success story that we have finally been able to deal with this vital area of the fabric of our church. Beyond this, we have aspirations now to upgrade the heating and we are obtaining advice on what is possible and the likely costs. We suspect that this may be in the region of £25,000.

Another major achievement this year has been in our financial stewardship. We recognise that we have a beautiful church but it is now getting older! We are now putting aside a sinking fund so that we make provision for those essential repairs, so that we are getting ready for the next items of renewal. We have a duty - and indeed it is our great pleasure – to keep our church in a great condition to pass on to the next generation.

Christine Morris

Reserves policy

As a PCC, we have not previously had a reserves policy. We have considered the need to start a reserves policy, and agreed that we will hold our reserves in the deposit account. This is to provide primarily for the capital liabilities to come with the electrics (see below). Our first priority is to reach our target of £60,000. We will keep this reserves total under review with the PCC and develop a more detailed policy as we move forward. It may be as the amount accumulates that we can find a place with a greater return, and we will take advice on this. However, at the moment, there are no reserves to manage.

Especial thanks

To those who have helped us to keep our accounts in order, and produce these figures:

Structure, governance and management

The methods of appointment of PCC members is set out in the Church Representation Rules. At St Cuthberts, the membership of the PCC consists of the incumbent, churchwardens, and members elected by the members of the congregation who are on the electoral roll of the church.

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

The PCC met six times during the year with an average attendance of 75%. We have no sub committees.

Administrative information

St Cuthberts Church is at 214 Carlton Avenue West, North Wembley, Middlesex, HA0 3QY. It is part of the Diocese of London, in the Willesden area. The PCC is a body corporate (PCC Powers Measures 1956, Church Representation Rules 2006) and a charity currently excepted from registration with the Charity Commission.

PCC members who have served at any time from 1st January 2016 until the date this report was approved are:

Names of the PCC members

Ex Officio members

The Reverend Steve Morris
Dotun Adebayo (churchwarden)
Lionel Abbey (churchwarden)
Penny Pedley

Elected members

Hazel Bathurst (representative on the Deanery Synod)
Lynn Dube
Avril Nickolson
Patrick Alleyne
David Loder
Neil Brookwick
Maggie Johnson
Martina Murphy
Jennifer Lee
Christine Morris (treasurer)

Approved by the PCC on 6th March 2017 and signed on their behalf by the Reverend Steve Morris.

Independent Examiner's Report to the PCC of St Cuthbert's PCC, North Wembley

I report on the accounts of the PCC for the year ended 31 December 2016, which are set out on pages 14 to 20.

Respective responsibilities of trustees and examiner

As members of the PCC, you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under Regulation 3(3) of the Church Accounting Regulations 1997 to 2001 (the Regulations) and section 144(2) of the Charities Act 2011 (the 2011 Act).

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act and Regulation 3(3);
- 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 report

My examination was carried out in accordance with the General Directions given by the Charity Commission and guidelines from the Finance Division of the Archbishop's Council. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 statement below.

Independent examiner's statement

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements to:
 - Keep accounting records in accordance with section 130 of the 2011 Act; and
 - To prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act, the Regulations and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities 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.

Rev. David M Green FCA
Gowers Limited,
Chartered Accountants.
The Old School House,
Bridge Road,
Hunton Bridge,
Kings Langley,
Herts. WD4 8SZ

10th April 2017

St Cuthbert's Church
Statement of Financial Activities (SOFA) - Year Ended 31 December 2016

	Note						Total 2016	Total 2015
		General Fund	Outreach	Vicar's Discretionary Fund	Maintenance Fund	Vision Fund		
		£	£	£	£	£	£	
Income								
Income from donors	2	70,379	3,813		22,347		96,539	69,342
Income from investments	3	32					32	16
All Other Income	4	26,407	26,542				52,949	52,117
Legacies received	5	0					0	0
Total income		96,819	30,354	0	22,347	0	149,520	102,460
Expenditure								
Direct church activities ministry	6	(80,980)					(80,980)	(92,384)
Outreach	7	(55)	(2,456)				(2,511)	(497)
Administration	8	(5,913)					(5,913)	(5,884)
Grants	9						0	(1,986)
Sub-total expenditure		(86,948)	(2,456)	0	0	0	(89,404)	(106,144)
Surplus / (Deficit)		9,871	27,898	0	22,347	0	60,117	(3,684)
Funds: Balance at 1 January 2016		12,608	0	2,855	0	26,821	42,283	21,520
Funds: Increase/Decrease		(5,000)			5,000		0	0
Funds: Balance at 31 December 2016		17,479	27,898	2,855	27,347	26,821	102,399	21,520

Represented by:

Bank deposit account	18,879	27,898	2,855	27,347	26,821	103,799	42,283
Debtors: Gift Aid due from HMRC	0					0	0
Debtors: Debtors Other	0					0	55
Stock Books & Other	0					0	0
Payroll liabilities	(1,400)					(1,400)	(56)
Creditors	0					0	0
Deferred Income	0					0	0
Total net assets	17,479	27,898	2,855	27,347	26,821	102,399	21,520

St Cuthbert's Church

Balance Sheet as at 31 December 2016

		2016	2015
		£	£
	Note		
Fixed Assets			
Tangible assets		0	0
Current Assets			
Stock		0	0
Debtors	10	0	0
Cash and bank		103,799	42,283
Current liabilities			
Creditors due within 1 year	11	(1,400)	0
Net current assets		102,399	42,283
Long-term liabilities		0	0
Total Net Assets		102,399	42,283
Unrestricted funds			
General Fund		17,479	12,608
Outreach Fund		27,898	(0)
Vicar's Discretionary Fund		2,855	2,855
Maintenance Fund		27,347	(0)
Vision Fund		26,821	26,821
Total Funds		102,399	42,283

Rev. S Morris

6th March 2017

Parochial Church Council of St Cuthbert, North Wembley
Notes to the Financial Statements – for the year ended 31 December 2016

Accounting Policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting standards and the Charities SORP. The financial statements have been prepared under the historical cost convention.

Funds

General Fund represents the funds of the PCC that are not subject to any restrictions regarding their use and are available on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. The accounts include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of other church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Incoming Resources

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised at fund raising events are accounted for gross.
- Sales of books and magazines from the bookstall are accounted for gross.

Other Income

Rental income from the letting of church premises is recognised when the rental is due.

Income from Investments

Interest entitlements are accounted for as they accrue.

Gains and losses on investments

Realised gains and losses are recognised when investments are sold.

Unrealised gains and losses are accounted for on revaluation of investments at 31 December.

Resources Used

Grants

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

Parochial Church Council of St Cuthbert, North Wembley
Notes to the Financial Statements – for the year ended 31 December 2016

Activities directly relating to the work of the church

The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not legal) liability and is shown as a creditor in the balance sheet.

Fixed Assets

Consecrated property and moveable church furnishings:

Consecrated and beneficed property of any kind is excluded from the accounts by s10(2)(a) & (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens are 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 (at any reasonable time). For inalienable property acquired prior to 2004 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2004 have been capitalised and depreciated over their current anticipated economic life (initially 4 years) on a straight line basis.

All expenditure incurred on the year on consecrated or beneficed buildings, individual items under £1,500 or on the repair of moveable church furnishings acquired before 1 January 2005 is written off.

Other fixtures , fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,500 or less is written off when the asset is acquired.

Other Functional Assets

Land and buildings held on behalf of the PCC for its own purposes (with LDF acting as Custodian Trustee) is included at estimated market value. The insurance value of the Church Hall is £744,063.

Investments

Investments are valued at market value at 31 December.

Current Assets

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

Rounding

Where minor variances occur due to rounding adjustment – caused by accounting in two decimal places but reporting to nearest pound –these variances have been ignored and not corrected in these accounts.

St Cuthbert's Church, North Wembley

Notes to the financial statements
for the year ended 31 December 2016

Incoming Resources

	General Fund	Outreach	Vicar's Discretionary Fund	Maintenance Fund	Legacy Fund	Vision Fund	Total 2016	Total 2015
2. Incoming resources from donors								
Income from Donors:Tuesday Group		3,813					3,813	0
Income from Donors:Electrics Fund				5,187			5,187	0
Income from Donors:Friends of St Cuthberts				17,160			17,160	0
Income from Donors:Planned Giving Bank	36,088						36,088	38,391
Income from Donors:Planned Giving Envelopes	4,258						4,258	4,150
Income from Donors:Service	4,330						4,330	672
Income from Donors:One-off Donations	3,072						3,072	13,939
Income from Donors:Income Tax Recovered	11,780						11,780	7,884
Other Income	10,852						10,852	32,718
Total	70,379	3,813	0	22,347	0	0	96,539	97,754
3. Income from investments								
Bank Interest	32						32	16
Total	32	0	0		0	0	32	16
4. All Other Income								
Hall & Church Lettings Income	25,614						25,614	19,533
General Sales (bookshop etc)							0	15
Parochial Fees Income	793						793	2,854
Memory Café		26,542					26,542	1,304
Total	26,407	26,542	0		0	0	52,949	23,705
5. Legacies								
Legacies received	0						0	0
Total	0	0	0		0	0	0	0
Total receipts before Transfers	96,819	30,354	0		0	0	149,520	121,475

St Cuthbert's Church, North Wembley

Notes to the financial statements
for the year ended 31 December 2016

Resources Expended

	General Fund	Outreach	Vicar's Discretionary Fund	Maintenance Fund	Vision Fund	Total 2016	Total 2015
6. Direct Church Activities - Ministry							
Diocesan Quota & fees	48,642					48,642	46,500
Salaries	7,307					7,307	7,722
Ministry expenses	2,861					2,861	5,376
Utilities/Insurance	15,754					15,754	16,482
Bookstall Purchases						0	809
Buildings and grounds	6,415					6,415	15,495
Total	80,980	0	0	0	0	80,980	92,384
7. Outreach							
Memory Café		2,456				2,456	497
Other	55					55	0
Total	55	2,456	0	0	0	2,511	497
8. Administration							
Advertising/Stationery/Publications	5,913					5,913	5,844
Total	5,913	0	0	0	0	5,913	5,844
9. Grants							
Donations made from Funding						0	1,986
Total	0	0	0	0	0	0	1,986
Total Expenditure	86,948	2,456	0	0	0	89,404	100,713

St Cuthbert's Church, North Wembley

**Notes to the financial statements
for the year ended 31 December 2016**

10. Debtors

Gift Aid due from HM Revenue & Customs
Other Debtors

	Total 2016	Total 2015
	0	0
	0	55
	0	55

11. Creditors due within 1 year

Creditors and accruals

	(1,400)	(56)
	(1,400)	(56)