

# **The Parish Church of St. Anne, Kew Green**



## **Annual Report and Financial Statements 2019**

**The Parish Church of St. Anne, Kew Green, TW9 3AA  
Charity number 1129136**

## **Annual Report 2019**

### **Aim and purposes**

The Parochial Church Council of St. Anne's Church, Kew Green, Diocese of Southwark is responsible, in coordination with the Vicar, the Reverend Nigel J. Worn, and the Churchwardens, for promoting in its ecclesiastical parish the whole mission of the church and for the maintenance of St. Anne's Church and its Hall and the Churchyard.

### **Safeguarding**

The PCC has adopted and implemented the Diocesan manual on being a Safer Church and has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishop's guidance on safeguarding children and vulnerable adults). Safeguarding is a standing item on all main PCC agendas. Jenny Capstick stood down as Safeguarding Officer and Danielle Ramrekar-Singh has taken on the role with Chloe Sadler overseeing the administration of DBS checks.

### **Objectives and Activities**

The PCC is committed to strive towards creating an inclusive community in which all people, whether within the bounds of the parish or in the wider area of West London, feel welcome to worship in our church and participate in our parish activities. We offer inclusive worship in the High Church Anglican tradition, with an emphasis on well-ordered choral liturgy, and a church building and hall, situated in the historic centre of Kew, available for a multitude of community activities.

Our activities include not only offering a full range of services normal to the Church of England, including such public rituals as baptisms, weddings and funerals, but also, having had regard to the Charity Commission's guidance on public benefit and in particular the specific guidance on the advancement of religion for public benefit, a number of services to the community who may or may not be worshippers –

- Maintenance of and access to an historic building;
- Religious education;
- A regular musical programme, both religious and secular;
- Active governance of our Church of England voluntary-aided primary school, The Queen's School;
- Pastoral care for those living in the parish and who request it;
- Support (financial and otherwise) for other charities;
- Provision of the Church to The Queen's School and local independent schools for various services;
- Provision of the Parish Hall for community use

### **Achievements and Performance**

#### *Worship and Services*

Our regular pattern of Sunday worship is supplemented by weekday services. On Sundays we offer the community the following pattern, 8.00am Said Eucharist (traditional language), 10.00am Sung Eucharist with

Junior Church (Common Worship) and 5.00pm Evening Prayer. All our worship is open to the whole community. During December nine carol services were held for local schools. The Royal Botanic Gardens staff also held a carol service.

We also conducted and officiated at 12 baptisms, 4 weddings and 11 funerals.

In the community we take Holy Communion to the housebound and those in residential care at Cecil Court. We conduct weekly acts of worship at our church-affiliated Queen's School and occasional acts of worship at other schools in the parish.

Fr. Nicholas Darby is a valued member of our team, assisting with the Sunday Eucharist. Fr Nick also deputised during Fr Nigel's sick leave at the end of the year. In 2019 Emily Norman joined the team as Assistant to the Incumbent, focussing on Community Outreach and providing Ministry to younger members of the parish.

### *Deanery Synod*

Six members of the PCC sit on the Richmond and Barnes Deanery Synod, with one member also sitting on the Diocesan Synod. These links enable us to better understand what is going on in the Church of England and to make our voice heard on the issues of the day. The Deanery Synod met 3 times in 2019.

Wendy Robins (Director of Communication & Press, Diocese of Southwark) presented a talk on good communication within and between parishes. Elizabeth Booker (Public Policy Research Officer at the Department of Justice, Peace and Integrity of Creation, Diocese of Southwark) also gave a talk on how the department can support deaneries and parishes on the issues of social justice. The synod is also a forum for the exchange of experience on initiatives carried out on a deanery wide basis, including support for the homeless with Glass Door, the Richmond Food Bank and Street Pastors, tackling unjust structures and raising the funds to provide a knife bin elsewhere in the Diocese of Southwark.

### *Care of the Fabric*

The Fabric and Finance Committee met four times in 2019. The restoration of the Church perimeter wall continued, which is being funded by the PCC and the Friends of St Anne's. A new PA system was also installed. Lighting to the nave and high altar was updated at the end of the year.

An acoustic screen was installed to divide the Parish Room into two. This has enabled St Anne's to develop its outreach and make provision for younger members of the congregation and much-needed meeting space. Funds for this project were raised during December 2018.

Future plans include the part restoration and refurbishment of the Royal Gallery.

We are committed to working to mitigate the effects of climate change by working towards becoming an Eco Church. We ensure that all fabric and building repairs and developments result in a reduction of our carbon footprint.

## *Community Outreach*

We continue to serve teas on Summer Sunday afternoons, providing a pleasant environment to people (many of whom come from outside the immediate area) at reasonable prices. These complement the impressive musical programme of Sunday afternoon concerts during the same period, which allow established and young or little-known musicians a forum to attract public attention. The church also provides space for a carer and toddler group, 'Little Angels' on Thursday mornings. Many local groups rent our Church Hall for activities such as children's groups, yoga classes and birthday parties. The hall and/or church are provided at no cost for charitable meetings or Christmas carol services.

Our Director of Music is Julian Kelly. The Church is used for regular concerts by such groups as the Kew Sinfonia, Faust Ensemble, Cantanti Camerati, the Ernest Read Symphony Orchestra, Eloquenza, and Miastra, coordinated by our Director of Music. The Director of Music also arranges for soloists to accompany the choir on selected Sunday services.

St. Anne's is an active member of Churches Together in Kew, which groups the area's Christian churches into an ecumenical body. We hosted two "Vineyard lunches", which are lunches for homeless people, in our Church Hall as part of an initiative with other churches in the deanery.

St Anne's was also a participant in the Open House Saturday on 21st September.

## *Ministry and Mission*

The Ministry and Mission (M&M) sub committee met four times in the year. A large part of its focus was on the St Anne's Development Plan (SADP), and the work being delivered by Emily Norman, the Assistant to the Incumbent, who began her role in January 2019. Reporting on the Plan, Emily says:

"Over the last year, we have canvassed the views of the congregation regarding our work with younger people (both adults and children). As a result, three major themes emerged:

1. Ensuring younger people are more visible in the life of our church
2. Enabling people to connect with each other more easily
3. Supporting children and young adults in their spiritual journey

"We have worked to thread our core value of social justice throughout this work, and encouraged the Social Justice Forum (as was) to direct their efforts towards initiatives that support this Plan.

"After the launch of the action plan, we tested initiatives that had the most support. A clear priority was the provision for older children (age seven-plus), so they continue to benefit from Church life. The older group in Junior Church (facilitated by the new partition), monthly film club nights, a preparation for Communion day, prayer stations for Queens school, the Light Party, and other events – in addition to existing activities, such as Junior Choir – have had a real impact, and we are seeing growth in the numbers of older children engaging. One challenge has been in finding enough adults to support this activity – in particular, Junior Church, and I am grateful to a core team of Junior Church leaders that lead most weeks.

"The evolution of our online presence has also emerged as a priority for the younger adults in the congregation. To that end, we now have a Twitter account in addition to the Church's Facebook page. We use WhatsApp groups for different activities, and we are starting to use ChurchSuite for Junior Church administration. We also have a small working group supporting our website designer in further developing the website.

“We have also tried a number of initiatives to support people in their spiritual/ faith development. These have generally gone well, but disappointingly have not attracted the younger demographic. It has been frustratingly difficult to acquire feedback on this in order to adjust our offer so we can make inroads with this group. The ‘In Conversation’ evenings were well received, and the meditation group continues to meet weekly, but both of these have had a predominantly older clientele.

“There have been a few opportunities to engage with social justice through the year, and this is something we will focus on more in the year ahead. This is therefore reflected in the priorities for 2020.

“On a personal level, I have felt supported and encouraged by members of the Church community and have enjoyed working particularly with Fr Nigel, Fr Nick, Bill and Cate, as well as our wonderful group of Junior Church leaders.”

In addition to the focus on the Development Plan, the M&M Committee supported a wide range of outreach activity in 2019 – including: the Kew Fete on 22 June; the Family Picnic on 14 July; the Kew Horticultural Show on 24 August; as well as the perennially popular Sunday Teas series throughout the summer. A stand-out moment in the year was the ‘Conrad Noel Weekend’ to mark 150 years since his birth. It included Morris Dancing and a very well-attended event with Dr Rowan Williams. His thought-provoking talk, ‘The challenge of affluence: lessons for a Parish from a life of Conrad Noel’, caused the M&M Committee to reflect on the implications for St Anne’s in terms of liturgy, creed and localism. This was followed up on 26 October with a talk by Bishop Peter Price.

The calendar year ended with a vibrant Christmas season, including: a Carol Service; an Advent Meditation and Prayer Day; an Advent Service with Christingle (for our Junior Church); a performance of Handel’s Messiah; and the ever-popular Crib Service.

### *Education*

“Junior Church” (JC) is provided every Sunday morning, except in August, with parents leading an educational session, involving crafts, related to the liturgy of the day. Under the leadership of two qualified teachers we continue to have a fine group of volunteers leading JC who bring a variety of talents to their sessions. Children come each week and are able to experience an exciting interpretation of the scriptures and take part in creative activities. Safeguarding participants of JC remains paramount. Our Junior Choir also sing each month during our sung Eucharist.

The past year has been a good one with Emily Norman developing the way in which Junior Church is structured. With the installation of the partition screen in our Church Hall we have been able to run two Junior Church groups, one for children up to the age of six and one for children over six. In addition to our Sunday morning provision we have events taking place including interactive prayer and spirituality sessions, the Stations of the Cross and the ever-pleasing Crib Service on Christmas Eve, which was full to the brim with excited children and proud parents anticipating the final Nativity tableaux.

### *Charities*

As trustees, our primary obligation is to fund St. Anne’s and its direct activities. However in 2015, recognising our need to assist the wider church, the Parochial Church Council decided to give to mission 5% of our

donated income. For 2019 this resulted in a commitment of £11,200 (2018 £12,000) distributed as shown in note 3(a) of the accounts. Other donations made in the year are shown in the same note.

Additionally, the Church congregation raised £6,289 for Christian Aid, with £3,530 being raised during Christian Aid Week and £1,726 raised on the sponsored walk. In July, a further £1,033 was raised at the talk by Dr Rowan Williams. Thanks are made to all who contributed to the events. The collection at the Crib Service, £947, was for Skylarks.

## **Financial Review**

The receipts and expenditure for the year 2019 are set out in the financial statements, allocated to unrestricted and restricted funds.

The **unrestricted funds** show the flow of income and expenditure related to the general activities of the church. The income is dominated by planned and one-off donations from individuals of £222,731 (down 5% compared with 2018). The aggregate planned income from individuals results from the generosity of many people. Naturally as donors die or move away this income reduces unless it is replaced as we welcome new members of the congregation. An appeal in Lent 2020 invited everyone to review the level of their regular giving.

Grants of £6,889 were received under the Listed Places of Worship Scheme, administered by the Department for Culture Media and Sport (DCMS). These grants match the VAT incurred on certain costs in 2019 relating to the fabric of the building. There was a decrease in income from weddings and funerals (from £9,191 to £7,583) and an increase in letting income (from £12,637 to £13,547). Gross income from the summer teas increased from £6,033 to £7,768.

Overall, expenditure for the year can be divided into three broad categories, as follows:

- 36% was spent on the ministry costs of this parish and its share of wider church responsibilities,
- 31% on funding part of the costs of other parishes in the diocese combined with charitable donations, and
- 33% on regular running expenses.

The parish makes a payment each year to the Diocese of Southwark's Parish Support Fund. The diocese pays the stipend and housing costs of our priest and also provides central support services such as child safeguarding and ordinands' training. The amount committed to Southwark is at the discretion of the PCC, based on the principle of informed generosity. For 2019 the PCC decided to give £141,480 (2018 £136,800). The commitment made for 2020 is £146,054. This will not only pay for the benefits which this parish receives from the diocese, but will also contribute almost 80% of the costs of another parish in the diocese less well able to fund itself.

During 2019 the ministry provided in this parish was further enhanced with additional assistance for Father Nigel from Father Nick and Emily Norman. In consequence the cost of additional clergy and clergy expenses has increased from £2,102 in 2018 to £10,054 in 2019.

Donations to charities in support of this church's mission were £12,900 in 2019 (£14,681 in 2018), including the commitment to donate 5%, £11,200, of donated income. These figures exclude those donations which are made at the direction of donors to St Anne's – such as the Bishop's Lent Appeal – which are recorded in the restricted funds.

The other £81,296 of total unrestricted expenditure during the year was spent on delivering services, running St Anne's and maintaining the building and its surroundings. More detail is given in note 3 to the accounts.

At the end of the year unrestricted funds had increased to £173,571 (2018 £158,381).

The **restricted funds** reduced overall by £17,104. These funds represent sums given for specific purposes.

At the start of 2019 the Fabric Fund held significant donations received in the previous year for projects to be undertaken during 2019 and later. In 2019 this funded the new partition in the church hall and the installation of a sound system funded by Kew Green Prep School. The balance in the Fabric Fund at the end of 2019 (£22,549) will contribute to the cost of refurbishing the Royal Gallery in 2020 and the rest of this project will be paid for from unrestricted reserves (see below). The Fabric Fund is also the conduit for the Friends of St Anne's underwriting of the costs of repairing the churchyard wall - £33,883 in 2019. The Friends have generously committed to fund the final part of this work in 2020.

Generous donations from patrons specifically support music at St Anne's. The Music Fund also reflects income from musical events and the cost of special musical enhancements to the major services.

Movements in the other restricted funds are shown in the financial statements.

### **Covid 19 financial review**

The PCC considers that none of the financial amounts stated in this annual report are subject to material uncertainty due to the Covid 19 pandemic. The PCC regularly monitors the financial effects of the pandemic.

### **Reserves policy**

The unrestricted funds have two elements: designated funds set aside for specific purposes and free reserves. At the end of 2019 a designated fund for major repairs amounted to £84,000 of which £50,000 is committed to the gallery project mentioned above. In addition, £10,000 has been set aside for the eventual redecoration of the vicarage, so that total designated funds are £94,000. This leaves free reserves at the end of 2019 of £79,571.

The PCC had previously reviewed its reserves policy in 2017 and considered that unrestricted reserves of £75,000 would be sufficient to enable it to cover in the short term (1 to 2 years) a major loss of income and unexpected operational costs. This has been reviewed again following the restrictions placed on the activities of the church in response to the outbreak of Covid 19. It is considered that the policy remains appropriate, enabling St Anne's to withstand financial challenges during 2020. Careful monitoring of the on-going position will enable the church to address shortfalls extending over a longer period by reconsidering the financial commitments.

## Structure, governance & management

PCC members who served from 1<sup>st</sup> January 2018 until the date this report was approved are:

Incumbent	The Revd Nigel J Worn	Chair
Churchwardens	Bill Cottle Cate Lyon	Churchwarden from April 2017 and Vice Chair from 2019 Churchwarden from April 2019
Representatives of the Deanery Synod:		
	Vishan de Mel Uta Thompson Isobel Moses	Bob Skeat Cate Lyon Marian Mollett (also member of the Diocesan Synod)
Elected Members:		
Susan Bailes	Until 2019	Eleanor Hutchinson      Until 2020
Howard Bailes	Until 2019	Danielle Ramrekar-Singh      Until 2020
Molly Hawn	Until 2019	Janine Farrance      Until 2021
Daphne Jowit	Until 2019	Nicola Baldwin      Until 2022
Jennifer Powers	Until 2019	Jane Hayman      Until 2022
Peter Watson	Until 2020	Lorraine Neale      Until 2022
Vivien Williams	Until 2020	Claire Hammond-Tse      Until 2022
Chloe Sadler	Until 2020	Linda Tillman      Until 2022
Ian Tanner	Until 2020	

The following officers were elected at the PCC meeting held on 1st May 2019:

Vice Chair	Bill Cottle
Treasurer	Michaela Brug
Secretary	Paul Davies
Electoral Roll Officer	Margaret Handley
Standing Committee	Fr Nigel Worn, Bill Cottle, Cate Lyon, Michaela Brug, and Uta Thompson .

During the year the PCC has held five regular meetings and one special meeting. All members of the PCC belong to either the Ministry and Mission team or the Fabric and Finance team. These teams also meet at other times, usually in the evening. The PCC has focused on the need for us to develop our mission to the wider church and on how we can improve our commitment to our mission via increased fundraising. Agendas and Minutes of the PCC meetings are posted at the back of the church. Minutes or notes of meetings of Teams and Committees are available from the PCC secretary.

### Volunteers

We would like to thank all our volunteers, who are literally too numerous to name individually, in particular, the Treasurer and Secretary, the Chairs of Fabric & Finance, Ministry and Mission Committees and the Safeguarding Officers. We would like to thank our paid Administrator and Director of Music for their exemplary service to St Anne's and our community. Behind all those is a vast team of sidesmen, servers, cleaners, flower arrangers, coffee makers, bell ringers and the people who are always around doing what needs to be done without being asked. And a special thank you to our fine choir.

Approved by the PCC on 29 August 2020 and signed on their behalf by the Reverend Nigel J. Worn (PCC Chairman)

*Nigel J. Worn.*



**PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**For the year ended 31<sup>st</sup> December 2019**

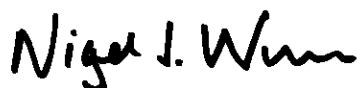
	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2019 £	2018 £
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2(a)	222,731	52,216	274,947	290,860
Other voluntary incoming resources	2(b)	4,744	2,145	6,889	34,824
Incoming resources from operating activities					
to further the Council's objects	2(c)	23,170	0	23,170	24,172
to generate funds	2(d)	10,219	15,874	26,093	17,324
Income from investments	2(e)	56	58	114	618
<b>TOTAL INCOMING RESOURCES</b>		<u>260,920</u>	<u>70,293</u>	<u>331,213</u>	<u>367,798</u>
<b>RESOURCES EXPENDED</b>					
Grants	3(a)	12,900	2,168	15,068	17,599
Activities directly relating to the work of the church	3(b)	209,149	67,762	276,911	381,386
Church management and administration	3(c)	21,331	0	21,331	21,132
Costs of generating funds	3(d)	2,350	17,467	19,817	18,794
<b>TOTAL RESOURCES USED</b>		<u>245,730</u>	<u>87,397</u>	<u>333,127</u>	<u>438,911</u>
<b>NET INCOMING / (OUTGOING) RESOURCES</b>		15,190	(17,104)	(1,914)	(71,113)
FUNDS BROUGHT FORWARD AT 1st JANUARY 2019 (2018)		158,381	87,715	246,096	317,208
<b>FUNDS CARRIED FORWARD AT 31st DECEMBER 2019 (2018)</b>		<u>173,571</u>	<u>70,611</u>	<u>244,182</u>	<u>246,095</u>

The notes on pages 12 to 20 form part of these accounts.

**STATEMENT OF FINANCIAL ACTIVITIES**  
**For the Year Ended 31<sup>st</sup> December 2019**

	Note	2019 £	2018 £
<b>CURRENT ASSETS</b>			
Debtors	5	10,935	20,494
Cash at bank		253,709	249,398
		<u>264,644</u>	<u>269,892</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	6	(20,462)	(23,797)
<b>NET ASSETS</b>			
		<u>244,182</u>	<u>246,095</u>
<b>FUNDS</b>			
	7		
Unrestricted		173,571	158,381
Restricted	8	70,611	87,714
		<u>244,182</u>	<u>246,095</u>

Approved by the Parochial Church Council on 29 August 2020  
and signed on their behalf by



The Reverend Nigel J Worn  
Chairman

The notes on pages 12 to 20 form part of these accounts.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ('PCC') OF ST ANNE, KEW**

I report on the accounts of the church for the year ended 31<sup>st</sup> December 2019, which are set out on pages 9 to 20.

**Respective responsibilities of the Trustees and Examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commissioners 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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**

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

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

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

*David E. Tyrrell*  
David E Tyrrell, Fellow of the Chartered Institute of Management Accountants  
Flat 5, Melsan Court, 13 Park Road, Swanage, Dorset, BH19 2AA

29 August 2020

**Notes to the Financial Statements  
For the year ended 31 December 2019**

**1 Accounting Policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP (FRSSE) 2015.

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 main affiliation to another body, nor those that are informal gatherings of church members.

**Funds**

*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

*Unrestricted funds* are general funds which can be used for PCC ordinary purposes. Funds designated for a particular purpose by the PCC are also unrestricted.

**Incoming Resources**

*Voluntary income and capital sources*

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when receipt is probable. Dividends are accounted for when received, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

*Other ordinary income*

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

**Notes to the Financial Statements  
For the year ended 31 December 2019**

**1 Accounting policies continued**

**Resources used**

*Grants*

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

*Activities directly relating to the work of the Church*

The PCC's commitment to the Diocese of Southwark's Parish Support fund is accounted for when due. Amounts received specifically as mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

**Fixed assets**

*Consecrated land/buildings and equipment and movable church furnishings*

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2) of the Charities Act 2011.

No value is placed on moveable church furnishings. Such moveable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the church's inventory, which can be inspected at any reasonable time. All expenditure incurred during the year on consecrated or benefice buildings and equipment, and movable church furnishings, whether maintenance or improvement, is written off when incurred.

*Tangible fixed assets for use by the PCC*

Tangible fixed assets for use by the PCC are capitalised if they can be used for more than one year and cost at least £10,000. They are valued at cost net of any donations specifically given to fund the asset and are written off over an appropriate period. The existing fixed assets have all been fully written down under this policy, so no fixed assets are shown in this year's balance sheet.

**Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. This includes income tax recoverable in 2020 on gift aided donations received in 2019.

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements  
For the year ended 31 December 2019**

2	INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2019 £	2018 £
2(a)	<i>Incoming resources from donors</i>				
	Planned giving:				
	Gift Aid and covenants	162,449	0	162,449	172,590
	Income tax recoverable	40,777	3,834	44,611	50,478
	Uncovenanted	1,884	0	1,884	1,458
	Open collections	4,511	1,909	6,420	8,765
	Sundry donations	13,110	46,473	59,583	57,569
		222,731	52,216	274,947	290,860
2(b)	<i>Other voluntary incoming resources</i>				
	Legacy - Jenny Roddam	0	0	0	5,000
	Grant - Listed Places of Worship Scheme	4,744	2,145	6,889	29,824
		4,744	2,145	6,889	34,824
2(c)	<i>Income from operating activities to further the Council's objects</i>				
	Wedding fees	4,520	0	4,520	4,662
	Flowers	2,040	0	2,040	2,344
	Funeral fees	3,063	0	3,063	4,529
	Church and hall letting	13,547	0	13,547	12,637
		23,170	0	23,170	24,172
2(d)	<i>Income from operating activities to generate funds</i>				
	Fund raising events	608	0	608	623
	Sale of teas	7,768	0	7,768	6,033
	Sale of books and DVDs	10	0	10	33
	Sunday tea/coffee	1,833	0	1,833	2,047
	Musical events	0	15,874	15,874	8,588
		10,219	15,874	26,093	17,324
2(e)	<i>Income from investments</i>				
	Bank interest	56	58	114	618
		56	58	114	618
	<b>TOTAL INCOMING RESOURCES</b>	260,920	70,293	331,213	367,798

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

COMPARATIVE FIGURES FOR 2018

2	INCOMING RESOURCES	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2018	2017
		£	£	£	£
2(a)	<i>Incoming resources from donors</i>				
	Planned giving:				
	Gift Aid and covenants	172,590	0	172,590	148,578
	Income tax recoverable	43,081	7,397	50,478	42,369
	Uncovenanted	1,458	0	1,458	2,039
	Open collections	6,136	2,629	8,765	12,245
	Sundry donations	12,216	45,353	57,569	31,289
		<u>235,481</u>	<u>55,379</u>	<u>290,860</u>	<u>236,520</u>
2(b)	<i>Other voluntary incoming resources</i>				
	Legacies Jenny Roddam/Iris Laws	5,000	0	5,000	3,000
	Grant - Listed Places of Worship Scheme	29,824	0	29,824	5,892
		<u>34,824</u>	<u>0</u>	<u>34,824</u>	<u>8,892</u>
2(c)	<i>Income from operating activities to further the Council's objects</i>				
	Wedding fees	4,662	0	4,662	3,116
	Flowers	2,344	0	2,344	1,751
	Funeral fees	4,529	0	4,529	4,101
	Church and hall letting	12,637	0	12,637	11,715
		<u>24,172</u>	<u>0</u>	<u>24,172</u>	<u>20,683</u>
2(d)	<i>Income from operating activities to generate funds</i>				
	Fund raising events	623	0	623	958
	Sale of teas	6,033	0	6,033	7,180
	Sale of books and DVDs	33	0	33	219
	Sunday tea/coffee	2,047	0	2,047	1,796
	Musical events	0	8,588	8,588	14,335
		<u>8,736</u>	<u>8,588</u>	<u>17,324</u>	<u>24,488</u>
2(e)	<i>Income from investments</i>				
	Bank interest	517	101	618	959
	<b>TOTAL INCOMING RESOURCES</b>	<u>303,730</u>	<u>64,068</u>	<u>367,798</u>	<u>291,542</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements**  
**For the year ended 31 December 2019**

3	RESOURCES EXPENDED	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2019	2018
		£	£	£	£
3(a)	<i>Grants:</i>				
	Bishop's Lent Appeal	0	1,029	1,029	1,018
	Secular charities	700	1,139	1,839	700
	Mission Commitment				
	Ray of Hope	2,800	0	2,800	3,000
	SANE	2,800	0	2,800	3,000
	West London Action for Children	2,800	0	2,800	3,000
	Safe Passage	1,400	0	1,400	1,500
	CARAS	1,400	0	1,400	1,500
	The Queen's School	500	0	500	500
	Richmond Welcare Trust	500	0	500	500
	Churches Together in Kew	0	0	0	300
	Save the Children Yemen	0	0	0	2,581
		<u>12,900</u>	<u>2,168</u>	<u>15,068</u>	<u>17,599</u>
3(b)	<i>Activities directly relating to the work of the church:</i>				
	Ministry : Southwark parish support fund	141,480	0	141,480	136,800
	assistant clergy & clergy expenses	10,054	0	10,054	2,102
	Church: running expenses	21,748	0	21,748	25,723
	maintenance	14,038	0	14,038	14,437
	lighting/heating replacement	9,140	0	9,140	144,271
	organ/piano repairs	120	2,360	2,480	797
	Hooker tomb	0	0	0	1,998
	Upkeep of services	4,257	1,576	5,833	6,193
	Fabric fund expenses (see note 10)	0	63,826	63,826	41,909
	Organists' fees	7,714	0	7,714	6,674
	Junior church	598	0	598	482
		<u>209,149</u>	<u>67,762</u>	<u>276,911</u>	<u>381,386</u>
3(c)	<i>Church management and administration:</i>				
	Printing and stationery	4,031	0	4,031	3,547
	Parish administrator	16,636	0	16,636	17,558
	Bank charges	664	0	664	27
		<u>21,331</u>	<u>0</u>	<u>21,331</u>	<u>21,132</u>
3(d)	<i>Costs of generating funds:</i>				
	Fetes and other events	409	0	409	409
	Teas	1,941	0	1,941	2,185
	Recitals, concerts	0	17,467	17,467	6,780
	Piano depreciation	0	0	0	9,420
		<u>2,350</u>	<u>17,467</u>	<u>19,817</u>	<u>18,794</u>
	<b>TOTAL RESOURCES USED</b>	<u>245,730</u>	<u>87,397</u>	<u>333,127</u>	<u>438,911</u>



PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements  
For the year ended 31 December 2019**

**COMPARATIVES FOR 2018**

3	RESOURCES EXPENDED	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2018	2017
		£	£	£	£
3(a)	<i>Grants:</i>				
	Bishop's Lent Appeal	0	1,018	1,018	1,430
	Secular charities	700	0	700	896
	Mission Commitment				
	Ray of Hope	3,000	0	3,000	2,750
	SANE	3,000	0	3,000	2,750
	West London Action for Children	3,000	0	3,000	2,750
	Safe Passage	1,500	0	1,500	1,375
	CARAS	1,500	0	1,500	1,375
	The Queen's School	500	0	500	500
	Richmond Welcare Trust	500	0	500	500
	Churches Together in Kew	300	0	300	300
	Sundry, Save the Children Yemen	681	1,900	2,581	1,393
	Sister Martha's School, Bethany	0	0	0	2,675
		<u>14,681</u>	<u>2,918</u>	<u>17,599</u>	<u>18,694</u>
3(b)	<i>Activities directly relating to the work of the church:</i>				
	Ministry : Southwark parish support fund	136,800	0	136,800	132,800
	clergy expenses	2,102	0	2,102	1,997
	Church: running expenses	12,527	0	12,527	22,722
	maintenance	14,437	0	14,437	7,915
	parish rooms refurbishment	0	0	0	24,411
	organ/piano repairs	797	0	797	1,590
	Hooker tomb	0	1,998	1,998	0
	Upkeep of services	4,021	2,172	6,193	7,418
	Churchyard wall/ relaid path with lights	0	41,909	41,909	5,560
	Heating replacement/Gallery & lighting feasibility	144,271	13,196	157,467	10,788
	Organists' fees	6,674	0	6,674	7,636
	Junior church	482	0	482	0
		<u>322,111</u>	<u>59,275</u>	<u>381,386</u>	<u>222,837</u>
3(c)	<i>Church management and administration:</i>				
	Printing and stationery	3,547	0	3,547	3,465
	Parish administrator	17,558	0	17,558	15,180
	Bank charges	27	0	27	0
		<u>21,132</u>	<u>0</u>	<u>21,132</u>	<u>18,645</u>
3(d)	<i>Costs of generating funds:</i>				
	Fetes and other events	409	0	409	492
	Teas	2,185	0	2,185	2,403
	Recitals, concerts	0	6,780	6,780	9,706
	Piano depreciation	0	9,420	9,420	1,570
		<u>2,594</u>	<u>16,200</u>	<u>18,794</u>	<u>14,171</u>
	<b>TOTAL RESOURCES USED</b>	<u>360,518</u>	<u>78,393</u>	<u>438,911</u>	<u>274,347</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements  
For the year ended 31 December 2019**

**4 STAFF  
COSTS**

The PCC employed 4 part-time employees (2018 2), salaries £31,693 (2018 £23,319) and social security £nil (2018 £nil).

No PCC member receives any remuneration or reimbursement of significant expenses.

<b>5 DEBTORS</b>	<b>2019</b>	<b>2018</b>
Tax recoverable	6,917	9,818
Prepayments	100	100
Committed donations, rent	3,918	10,576
	<u>10,935</u>	<u>20,494</u>

**6 LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE  
YEAR**

Creditors for goods, services and committed donations	20,462	23,797
	<u>20,462</u>	<u>23,797</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements  
For the year ended 31 December 2019**

<b>7 ANALYSIS OF ASSETS BY FUND</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS 2019 £</b>
Cash at bank	223,925	29,784	253,709
Current assets (note 5)	10,935	0	10,935
Current liabilities (note 6)	(20,462)	0	(20,462)
Inter Funds Balances	(40,827)	40,827	0
<b>FUND BALANCE</b>	<b>173,571</b>	<b>70,611</b> (note 8)	<b>244,182</b>

**8 FUND DETAILS**

The Restricted Fund balances are as follows, with their objects:

	<b>2019 £</b>	<b>2018 £</b>
<b>Music Fund</b> (see note 9)	31,483	22,695
<b>Ngmola (Kenya) Borehole Project Fund</b> to maintain a borehole	1,008	1,006
<b>Fabric Fund</b> (see note 10)	22,549	48,307
<b>Memorial Funds</b> - churchyard, Hooker tomb and others	9,121	9,121
<b>Vicar and Churchwardens Fund</b> for use at their discretion	6,450	6,585
	<b>70,611</b>	<b>87,714</b>

**9 MUSIC FUND**

The Music Fund promotes high quality music in the church with the proceeds of musical events and, from 2019, sponsorship from patrons.

	<b>2019 £</b>	<b>2018 £</b>
Balance at 1st January	22,695	21,718
Add: Patrons' donations	10,550	0
Gift Aid on donations	3,575	935
Less: Liturgical enhancements	(1,377)	(1,794)
Instrument repairs and maintenance	(2,360)	(120)
Musical events - ticket income and event donations less costs (negative - deficiency of income)	(1,600)	1,956
Balance at 31st December	<b>31,483</b>	<b>22,695</b>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements  
For the year ended 31 December 2019**

**10 FABRIC FUND**

The Fabric Fund consists of donations given for the specific purpose of enhancing the fabric of the church, associated fittings and surroundings. The 2018 comparative incorporates the Tercentenary Appeal Fund which was dissolved at the end of 2018.

	<b>2019</b>	<b>2018</b>
	£	£
Balance at 1st January	48,307	51,835
Add:		
Donation - Friends of St Anne's	33,883	3,219
Donations/grant for Hall partition & Gallery	4,186	33,348
Donation - Kew Green Prep School for PA system	0	15,010
Less:		
Gallery/Heating refurbishment	(3,000)	(13,196)
Churchyard wall repairs	(33,883)	(41,909)
Hall partition	(11,933)	0
PA system	(15,010)	0
Balance at 31st December	<u>22,549</u>	<u>48,307</u>

**11 FRIENDS OF ST ANNE'S (Reg charity number 1085389)**

The Friends of St Anne's is a registered charity whose object is to "aid in the restoration, preservation, repair, maintenance, improvement and beautification of St Anne's Church and its churchyard". It does not form part of the PCC and is not reflected in these accounts other than as an independent third party.