

The Parochial Church Council of the Ecclesiastical Parish of St James

West Streatham Southwark

Charity No. 1133859

Annual Report and Accounts

Year Ended 31st December 2016

Incumbent:

Revd. Rob. Powell

Bank:

Barclays Bank Plc
Wimbledon Business Centre
8 Alexandra Road
Wimbledon
London SW19

Independent Examiner:

Leroy Reid & Co
Chartered and Certified Accountants
299 Northborough Road
Norbury
London SW16

Location:

The Church is located at the corner of
Mitcham Lane and Welham Road
Streatham
London SW 16

Our Mission

At

St. James.

All of Life for Christ

Empowering

ordinary people to live extraordinary lives

by

Enabling

people to come to know Jesus as Saviour

and

Equipping

people to live for Jesus as Lord

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Trustees Annual Report (Parochial Church Council) for the year ended 31st December 2016

The Trustees present their annual report and accounts for the year ended 31st December 2016.

The Parochial Church Council of the Ecclesiastical Parish of St James West Streatham Southwark is a registered Charity No. 1133859

Objectives:

St. James' PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. It also has the maintenance responsibilities for the Church Hall complex located in Welham Road and the Curate's house at 171 Mitcham Lane, Streatham.

Parochial Church Council Members:

Trustees (Members of the PCC) are elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules including co-opted and ex-officio members.

Ex Officio:

Revd. Rob Powell	Team Rector	Chairman,
Revd. Johan Allen	Assistant Minister	
Richard Reddie	Church warden	
Anthony Herbert	Church Warden	
David Ingram	Reader	
Alan Hollamby	Deanery Synod 2014-2017	
Elizabeth Gibbons	Deanery Synod 2014-2017	
Glynis Wilkinson	Deanery Synod 2014-2017	Secretary
Nick Burt	Diocesan Synod 2015-2018	

Elected Members:

Paula Thomas	April 2014- April 2017	Treasurer
Julie White	April 2014- April 2017	
Stephanie Sulaiman	April 2014- April 2017	
Carol Burt	April 2014- April 2017	
Nat Okoro	April 2015- April 2018	
Adam Seymour-Davies	April 2015- April 2018	
Sue Allen	April 2015- April 2018	
Pauline Pepperell	April 2015- April 2018	
Myles Taylor	April 2016- April 2019	
Alix Taylor	April 2016- April 2019	
Anthony Alale	April 2016- April 2019	

Co-opted Members:

John Farebrother	Co-opted April 2016
Steve Linton	Co-opted April 2016

Trustee (PCC Members) Report for the year ending 31st December 2016 (continued)

PCC Meetings:

The PCC held 7 meetings during the year. The average attendance was 69% (previously 72%).

Committees:

The PCC operates through a number of task groups, which have met between full meetings of the PCC, to whom they are responsible and to whom they report.

Church Attendance:

The Church Electoral Roll records 176 (previously 161) persons as members of the Church, 121 of whom are not resident within the parish.

The average Sunday attendance, counted during October and November was 86 (previously 120) plus 22 (previously 22) under the age of 16.

The number increased at festivals.

Review of the year:

The various activity groups will highlight their activities during the year by giving reports at the APCM.

The activities of the parish insofar as they impinge upon the Statement of Financial Activities have been as follows:

1. The parish's contribution to the central fund of the Diocese of Southwark (the Parish Support Fund) remains the principal item of expenditure at £71,800 for 2016 (£69,084 - 2015) and has been paid in full.
2. Voluntary contributions from members of the congregation remain the principal source of income.

Income from donations for unrestricted purposes including claimed Gift Aid amounted to £146,683 (£131,624 - 2015). An Advent Thanksgiving gift day was held with a commitment that the first £3,000 of donations would be divided between two overseas projects – Arise Cape Town and World Vision's Syria Appeal. Total donations received were £16,692 including associated Gift Aid (£14,105 – 2015).

The PCC continues to encourage the congregation to give to the Church in a regular and committed way using one of the stewardship schemes. Tax efficient regular giving to the General Fund amounted to £77,541 (£82,998 - 2015) and with other Gift Aided donations, £26,880 (£24,625 - 2015) was claimed in Gift Aid for unrestricted purposes.

Other donations of £22,799 (£4,515 – 2015) included restricted donations for various areas of the Church's ministry. The PCC's commitment to supporting all aspects of mission resulted in £44,115 (£38,611 – 2015) being granted to several causes including support for the Furzedown Youth Centre by the donation of the £21,896 for rent and utility bills. A tithe on income from giving of £13,299 (£11,950 – 2015) was split equally between three Mission partners: Furzedown Youth Centre, "Crosslinks" in support of Alun and Debbie Burt's ministry and the Church Missionary Society in support of David and Amy Roche's ministry in the Lebanon. A further £1,875 was donated by members and forwarded to "Crosslinks" in support of Alun and Debbie Burt's ministry.

Total income amounted to £239,534 (£217,293 - 2015) of which £10,536 was restricted (£4,314 – 2015).

Total expenditure amounted to £253,440 (£212,185 - 2015) of which £8,636 was expenditure on restricted items (£6,017 – 2015). Expenditure included £34,547 spent from

the Sibley Fund on the refurbishment of the Curate's House at 171 Mitcham Lane. The property is currently being let.

The generosity of the people of St. James continues to be a source of both encouragement and humility. It is encouraging that we have been able to welcome new faces into the congregation. It is hoped that newcomers will soon become full and active members of our Electoral Roll.

3. The churches of the Furzedown Team Ministry (St. James, St Alban's and St. Pauls) continue to work closely together and with Mitcham Lane Baptist Church, sharing a vision of mission in the community, especially in the area of ministry to young people both through Sunday groups and through the work of the Furzedown Youth Centre.
4. The Church continues its commitment to children and young peoples' ministry. A full-time Youth Minister is jointly employed with our partner churches. Little Fishes continues to be, for many, a first introduction to church life and is currently oversubscribed. Get Set and Adventurers continue to engage with children of Primary school age during the week.
5. The Church continues its commitment to the Furzedown Youth Centre and, in partnership, work to improve the facilities of both the upper and lower halls continues to be the goal of the Community Centre Management Committee. The Church views FYC as a major resource for the young people in the surrounding community.
6. During the year the Church began to consider the use of its buildings and possible developments that might be undertaken to further the mission of the Church in the future. A small working group was set up as part of the Building for the Kingdom Project and is now working on proposals to bring to the PCC and church members.

Public Benefit Statement

The PCC has considered the Charity Commission's guidance on public benefit. They try to enable all people to live out their faith as part of our parish community through: worship and prayer; learning about the Gospel; developing their knowledge and trust in Jesus; provision for pastoral care for people living in the parish; serving those in need; and missionary and outreach work.

Reserves Policy

The PCC considers that the Building Reserve of £30,097 is an appropriate sum to set aside for unforeseen repairs required to the Church building. However it is committed to increasing this reserve by a transfer of £5,000 from the General Fund each year when surplus funds are available.

The balance on the General Reserves at the end of the year was £38,010, an increase of £18,754 from the start of the year. This falls short of the agreed policy of holding reserves equal to three months' unrestricted expenditure – circa £50,000 at December 2016. The PCC is looking at ways of increasing its reserves when possible to achieve this policy. Meanwhile designated funds of £34,641 are available and could be undesignated by the PCC if required.

Reporting Accountants

Messrs Leroy Reid & Co. Have indicated their willingness to serve as the examiners and a resolution re-appointing them will be proposed at the annual general meeting.

Signed:

Revd. Rob Powell
Chair

Glynis Wilkinson
Secretary

Date: 20 March 2017

Statement of PCC Members' Responsibilities.

The law requires PCC members to prepare financial statements for each financial year which give a true and fair view of the Parochial Church Council of St James' West Streatham financial activities during the year and of its financial position at the end of the year.

In preparing financial statements we are required to:

1. Select suitable accounting policies and apply them consistently;
2. Make judgements and estimates that are reasonable and prudent;
3. State whether applicable accounting standards and statements of recommended practices have been followed, subject to any departures disclosed and explained in the financial statements;
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Parochial Church Council of St. James' will continue in operation.

The members are responsible for keeping accounting records, for safeguarding the assets of the organisation and for taking reasonable steps for the prevention and detection of fraud and other irregularities should they exist.

By order of the Board

Revd. Rob Powell
Chairman

Date: 20 March 2017

**Independent Examiner's Report
To the PCC of St. James' West Streatham**

We report on the accounts of the PCC for the year ended 31st December 2016, which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts. You also consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to an audit and is eligible for independent examination, it is our responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act
- (ii) 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
- (iii) to state whether particular matters have come to our attention.

Basis of Independent Examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the 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

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

- (1) which gives us 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 and those contained in the Church Accounting Regulations 1997

have not been met.

- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Leroy Reid & Co.
Chartered Certified Accountants & Registered Auditors
299 Northborough Road,
Norbury,
London, SW16 4TR.

Date: 11 April 2017

St. James West Streatham
Statement of Financial Activities
For the year ended 31 December 2016

	Note	Unrestricted £	Restricted £	Endowment £	Total £	2015 £
Income and endowments from:						
Donations and legacies	2	146,683	10,536	-	157,219	135,924
Charitable activities	3	69,694	-	-	69,694	66,609
Other trading activities	4	4,042	-	-	4,042	2,743
Investments	5	5,175	-	-	5,175	10,094
Other	6	3,404	-	-	3,404	1,923
Total		228,998	10,536	-	239,534	217,293
Expenditure on charitable activities:						
Church activities	7	162,639	1,365	-	164,004	127,274
Salaries and support costs	8	41,929	-	-	41,929	42,275
Management and administration	9	3,392	-	-	3,392	4,025
Mission giving and charitable donations	10	36,844	7,271	-	44,115	38,611
Total		244,804	8,636	-	253,440	212,185
Net (expenditure)/income		(15,806)	1,900	-	(13,906)	5,108
Transfers between funds		-	-	-	-	-
Net movement in funds		(15,806)	1,900	-	(13,906)	5,108
Reconciliation of funds:						
Total funds brought forward		88,457	8,551	100,613	197,621	192,513
Total funds carried forward		72,651	10,451	100,613	183,715	197,621

St. James West Streatham
Balance Sheet
As at 31 December 2016

	Note	2016 £	2015 £
Fixed assets			
Curates House 171 Mitcham Lane	15	100,613	100,613
		<u>100,613</u>	<u>100,613</u>
Current assets			
Cash at bank and in hand		79,666	86,106
Investments		8,659	8,672
Debtor HMRC PAYE & NI		-	264
Other sundry debtors		10,137	12,337
Prepayments		2,507	1,118
		<u>100,969</u>	<u>108,497</u>
Liabilities			
Accrual Independent Examination		1,200	1,200
Creditor HMRC PAYE & NI		881	-
Other sundry creditors and accruals		15,786	10,289
		<u>17,867</u>	<u>11,489</u>
Net current assets		<u>83,102</u>	<u>97,008</u>
Net assets		<u>183,715</u>	<u>197,621</u>
Represented by:			
Unrestricted funds	11	38,010	19,255
Designated funds	12	34,641	69,202
Restricted funds	13	10,451	8,551
Endowment funds	14	100,613	100,613
		<u>183,715</u>	<u>197,621</u>

Signed:

Revd. Robert Powell: Chairman

Paula Thomas: Treasurer

St. James West Streatham

Notes to the Financial Statements Year ended 31st December 2016

1. Accounting Policies

a) Basis of preparation of accounts

The financial statements have been prepared under Church Accounting Regulations 2006 in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charity is a public benefit entity for the purposes of FRS 102 and therefore the Charity has also prepared its financial statements in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (The FRS 102 Charities SORP) and the Charities Act 2011.

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and have taken account of pressures on donations and rental income. After making enquiries the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity group therefore continues to adopt the going concern basis in preparing its financial statements

b) Fund Accounting

Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the church.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Income

All income is included in the statement of financial activities when there is entitlement to the income, the receipt is probably and the amount can be measured reliably.

Legacies are recognised following probate and once there is sufficient evidence that receipt is probable and the amount of the legacy receivable can be measured reliability. Where entitlement to a legacy exists but there is uncertainty as to its receipt or the amount receivable, details are disclosed as a contingent asset until the criteria for income recognition are met.

d) Expenditure

Liabilities are recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable activities comprise those costs incurred by the church in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

e) Critical accounting estimates and areas of judgement

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

St. James Church, West Streatham

Notes to the Financial Statements Year ended 31 December 2016

Analysis of income and expenditure

	Note	Un- restricted £	Restricted £	Total 2016 £	Un- restricted £	Restricted £	Total 2015 £
Income and endowments from:							
Donations and legacies							
	2						
Regular tax efficient giving		77,542	-	77,542	82,998	-	82,998
Other regular giving		7,303	-	7,303	7,072	-	7,072
Offertory plate collections		6,078	-	6,078	5,217	-	5,217
Gift Day donations		10,592	3,000	13,292	9,480	2,000	11,480
Other donations		16,788	6,011	22,799	2,232	2,283	4,515
Legacies		1,500	1,500	3,000	-	-	-
Gift Aid		26,880	25	26,905	24,625	17	24,642
		<u>146,683</u>	<u>10,536</u>	<u>157,219</u>	<u>131,624</u>	<u>4,300</u>	<u>135,924</u>
Charitable activities							
	3						
Wedding and funeral fees		4,331	-	4,331	1,734	-	1,734
Children's Ministry receipts		2,910	-	2,910	2,767	-	2,767
Letting FYC		21,896	-	21,896	20,870	-	20,870
Letting other		38,650	-	38,650	39,602	-	39,602
Sundry activities receipts		1,907	-	1,907	1,636	-	1,636
		<u>69,694</u>	<u>-</u>	<u>69,694</u>	<u>66,609</u>	<u>-</u>	<u>66,609</u>
Other trading activities							
	4						
Fundraising events income		-	-	-	270	-	270
Trading income		1,600	-	1,600	498	-	498
Well coffee sales		2,442	-	2,442	1,975	-	1,975
		<u>4,042</u>	<u>-</u>	<u>4,042</u>	<u>2,743</u>	<u>-</u>	<u>2,743</u>
Investments							
	5						
Bank and investment interest		65	-	65	80	14	94
Rental income: 171 Mitcham Lane		5,110	-	5,110	10,000	-	10,000
		<u>5,175</u>	<u>-</u>	<u>5,175</u>	<u>10,080</u>	<u>14</u>	<u>10,094</u>
Other							
	6						
Sundry income		2,150	-	2,150	1,600	-	1,600
Cost reimbursements		984	-	984	323	-	323
		<u>3,404</u>	<u>-</u>	<u>3,404</u>	<u>1,923</u>	<u>-</u>	<u>1,923</u>
Total		228,998	10,536	239,534	212,979	4,314	217,293

St. James Church, West Streatham

**Notes to the Financial Statements
Year ended 31 December 2016
Analysis of income and expenditure**

	Note	Un- restricted £	Restricted £	Total 2016 £	Un- restricted £	Restricted £	Total 2015 £
Expenditure on charitable activities:							
Church activities							
	7						
Parish Support Fund contribution		71,800	-	71,800	69,084	-	69,084
Activities and Catering		2,722	-	2,722	2,844	-	2,844
Ministry support		7,290	-	7,290	8,017	-	8,017
Upkeep of services		4,223	60	4,283	4,444	-	4,444
Church and Hall utilities		11,761	-	11,761	13,660	-	13,660
Church and Hall insurance		7,751	-	7,751	7,663	-	7,663
Church maintenance, repairs, equipment		12,095	80	12,175	9,571	342	9,913
Hall maintenance and repairs		1,193	-	1,193	5,251	-	5,251
171 Mitcham Lane maintenance & refurbishment		36,113	-	36,113	795	1,290	2,085
Children's and Youth Ministry		5,092	597	5,689	2,810	-	2,810
Costs of sales (Bible notes etc)		578	-	578	407	-	407
Music, audio, video		176	628	804	192	-	192
Fees paid to Diocese		1,013	-	1,013	552	-	552
Farewell gifts		832	-	832	352	-	352
		<u>162,639</u>	<u>1,365</u>	<u>161,004</u>	<u>125,642</u>	<u>1,632</u>	<u>127,274</u>
Salaries and support costs							
	8						
Staff salaries and support costs		41,929	-	41,929	42,275	-	42,275
Employers National Insurance		-	-	-	-	-	-
		<u>41,929</u>	<u>-</u>	<u>41,929</u>	<u>42,275</u>	<u>-</u>	<u>42,275</u>
Management and administration							
	9						
Office consumables & admin. costs		1,200	-	1,200	1,592	-	1,592
Telephone and broadband		967	-	967	1,054	-	1,054
Staff advertising		-	-	-	179	-	179
Bank charges		25	-	25	-	-	-
Independent Examination costs		1,200	-	1,200	1,200	-	1,200
		<u>3,392</u>	<u>-</u>	<u>3,392</u>	<u>4,025</u>	<u>-</u>	<u>4,025</u>
Mission & other charitable giving							
	10						
Mission agencies		1,550	6,990	8,540	1,387	4,045	5,432
FYC support		21,995	251	22,246	20,870	215	21,085
Tithe on regular giving`		13,299	-	13,299	11,950	-	11,950
Other charitable giving		-	30	30	20	124	144
		<u>36,844</u>	<u>7,271</u>	<u>44,115</u>	<u>34,227</u>	<u>4,384</u>	<u>38,611</u>
Total		<u><u>244,804</u></u>	<u><u>8,636</u></u>	<u><u>253,440</u></u>	<u><u>206,169</u></u>	<u><u>6,016</u></u>	<u><u>212,185</u></u>

St. James Church, West Streatham

Notes to the Financial Statements
Year ended 31 December 2016
Statement of Funds

Fund	Note	Balance 01.01.16 £	Income £	Expenditure £	Transfers £	Balance 31.12.16 £
Unrestricted - General Fund	11	19,255	188,490	196,428	26,693	38,010
Designated Fund						
Building		30,058	40	-	-	30,098
Children's Ministry		-	2,910	2,103	(807)	-
Church Notice Board		1,151	-	1,151	-	-
Pastoral Care		627	-	-	-	627
Sibley		35,927	-	34,547	-	1,380
Audio & Video		325	-	-	-	325
Friendship Circle		1,114	1,675	1,211	-	1,578
Hall Trading		-	34,600	8,714	(25,886)	-
BB - Company Fund		-	250	85	-	165
FCL Team Ministry		-	1,033	565	-	468
Designated funds total	12	69,202	40,508	48,376	(26,693)	34,641
Unrestricted & Designated Funds total		88,457	228,998	244,804	-	72,651
Restricted Funds						
Crosslinks A Burt		1,235	640	1,875	-	-
Hall Redevelopment		1,563	-	-	-	1,563
Church Redevelopment		-	5,030	-	-	5,030
Benevolent Fund		96	-	30	-	66
Gift Day Tithe		2,000	3,000	5,000	-	-
Mission		-	60	60	-	-
Prayer Facilities Development		3,657	-	80	-	3,577
Legacy		-	1,500	1,285	-	215
Youth Centre		-	306	306	-	-
Restricted funds total	13	8,551	10,536	8,636	-	10,451
Endowment Fund						
171 Mitcham Lane	14	100,613	-	-	-	100,613
Total funds of the Church		197,621	239,534	253,440	-	183,715

St. James Church, West Streatham

Notes to the Financial Statements Year ended 31 December 2016

15. Fixed Assets

Curates House 171

Freehold land and buildings comprise the curate's house located at 171 Mitcham Lane. The property is held in trust for the PCC by a Southwark Diocesan trust.

The gross book value (£100,613) is based on the value estimated by the PCC as at 1st January, 1992 for insurance purposes (the current value for insurance purposes is £237,369). No depreciation is provided.

All other assets are written off in the year of purchase.

16. Trustees benefits and transactions

During the year the PCC made two interest free loans totalling £1,000 to David Ingram. A balance of £300 remained outstanding at 31 December 2016 and has now been repaid in full.

The PCC also paid £14,000 to Kevin Pepperell, husband of Pauline Pepperell, for decorating and other work in relation to the refurbishment of 171 Mitcham Lane.

No payments or other benefit has been made to any member of the PCC or persons closely connected with such members, by St James or any closely related organisation except reimbursement of expenses incurred by the Rector and other members of the PCC, and remuneration of £4,815 paid to Glynis Wilkinson for clerical assistance.

17. Employees

The PCC employed three part time members of staff during the year. Wages paid during the year were £41,929 (2015 £42,275). The salary of the Church Manager is determined by the PCC on an annual basis. The pay for the Church Cleaner and Clerical Assistant are determined by reference to the London Living Wage.

18. Contingent liabilities and capital commitments

There were no contingent liabilities or capital commitments at 31 December 2016.