

The Parish Church of St Anne, Kew

Christ Centred ✕ Faithful ✕ Inclusive ✕ Outward Looking

Annual Report and Financial Statements 2021

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

Annual Report 2021

Aim and purposes

The Parochial Church Council of St Anne's Church, Kew, Diocese of Southwark is responsible, in coordination with the Vicar, formerly 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 the Diocese of Southwark's safeguarding policy of A Safe Church. Safeguarding is a standing item on all main PCC agendas. Kate Higham is our Safeguarding Officer with Claire Hammond-Tse overseeing the administration of DBS checks. Safeguarding notices are displayed on the church noticeboard. Safeguarding information is carried in weekly Service booklets, St Anne's News and on the Website. All officers have undertaken safeguarding training.

Objectives and Activities

The PCC is committed to strive towards 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

Churchwardens' Overview of 2021

2021 has been quite a year for us at St Anne's – both memorable and extraordinary inasmuch that we have been in an interregnum since May. Only the third interregnum in over 70 years! We also entered the second year of the global pandemic.

Fr Nigel's retirement

2021 began in the knowledge of Fr Nigel's plan to retire at Pentecost. Fr Nigel has been an outstanding Parish Priest, thoughtful and compassionate in his pastoral care and a wise and patient spiritual guide. Throughout his twenty years of ministry at St Anne's Fr Nigel has nurtured our Christian faith and accompanied us in our spiritual development. His ministry has been exemplified by diligence, care and attention to good order.

During May we held a series of farewell parties for Fr Nigel - tea parties, coffee mornings, breakfast gatherings, a drinks party and Beating the Bounds. The atmosphere throughout was full of thanksgiving and goodwill. The congregation of St Anne's presented Fr Nigel with a gift of £9,000. Following Fr Nigel's final celebration of the Eucharist at St Anne's, a concert was held in his honour in the afternoon.

We all give thanks to God for Fr Nigel's ministry amongst us and wish him a long and happy retirement.

The Interregnum

Since Fr Nigel's departure at Pentecost St Anne's has been in an interregnum. An Interregnum Team was convened by the Churchwardens, drawn from the PCC and ex Churchwardens with the major task of implementing the approved interregnum plan. This small team has been fully engaged through every step of the interregnum process and, along with volunteers from the wider congregation, has made this happen to plan and on time. Our thanks to this team for their support, fellowship and hard work through this immense, and as yet unfinished, shared project.

The interregnum plan has four phases which have guided us through the year.

Reflecting

This first quiet phase during June enabled us to stop, give thanks and pray. We drew strength from Fr Nigel's ministry and maintained the familiar structures, activities and rhythms of church life as far as possible.

Exploring

July to September saw wide consultation, inviting us to explore, listen, imagine and question. All voices had opportunities to be heard through our parish survey, listening posts and facilitated group consultations. We explored who we are, what is essential to us, and what kind of church we want to be. All this informed the development of our Parish Profile, a public document which informs and assists candidates in discerning whether to apply.

During this phase a small property spotting group began the search for a new vicarage. We recommended 40 Gloucester Road which has been purchased by the diocese after completion of the sale of the old vicarage.

Seeking

The recruitment process began in October with the election of two Parish Representatives: Christopher Stephens and Cate Lyon who were joined by the Archdeacon, Ven. John Kiddle (representing the Bishop) and Helen Dimmock MBE (representing the Crown Patron). These formed the recruitment panel. The recruitment process was lengthy and thorough, with shortlisted candidates visiting the Parish, the Queen's School and

attending formal interviews. An announcement was made at the end of February 2022 that our new vicar will be the Reverend Canon Dr Giles Fraser.

Welcoming

As you read this we are now in our Welcoming phase and busy with plans for the Institution and Induction Service for Fr Giles and organising a Welcome party to celebrate his arrival. The service and party will be held on Wednesday 25th May. A thorough introduction to St Anne's and the wider parish on Fr Giles' arrival is also being planned.

Implementation and Communications

We have ensured that the PCC and congregation have been kept informed of progress during the interregnum process through regular meetings with the PCC and through St Anne's News.

During the recruitment process, the responsibilities of a Parish Representative are heavy and we extend our thanks to Chris Stephens for his wisdom and diligence in this role.

Covid

The global pandemic has continued to restrict churchgoing and fellowship activities. Over time we have been able to return to worshipping together, albeit with the constraints needed to keep us all as safe as possible.

Early on we established a guiding principle: that visiting St Anne's should feel 'Welcoming, Prayerful and Safe'. As we re-opened, finding the right balance between 'back to normal' and caution for the more vulnerable has been quite a challenge. However, this principle has informed our risk assessments, decision-making, and Covid protocols throughout, enabling St Anne's response to be clear, consistent and well communicated.

Our sincere thanks go to our sidesmen who have been at the forefront of ensuring people feel both welcome and safe enough. Attendance at both Sunday services is gradually returning to pre-pandemic levels, with a number joining us for the 10am service each week via livestream.

Our altar servers and choir returned, our summer concerts and teas got underway, coffees re-started and weekly fellowship is gradually being restored. Junior Church now meets under new leadership each Sunday.

Covid has propelled us into new ways of worshipping and being together: we held a study course online, a lay led morning prayer group meets online each weekday, weekly Bible study is now a hybrid of in-person and Zoom, services are livestreamed, many church meetings are held online – all this has enabled us to broaden our reach beyond the pews, flourish in fellowship and sustain regular contact with one another wherever we are and whatever our circumstance.

Church management

The usual daily and weekly church business and preparation for services of worship has continued. Occasional offices have resumed with the conduct of baptisms, weddings, funerals and memorials.

We particularly thank Fr Nick Darby, our Parish Administrator, Marie Crockford, our Director of Music, Julian Kelly and our Junior Church Leader, Sophia Priolo for their hard work and dedication during this busy and unusual year.

Volunteers

We cannot offer an overview of our year without saying a very big thank you to everyone who has continued their monthly giving and volunteered their time and talents to St Anne's in so many ways, large and small, seen and unseen.

We would like to extend particular thanks to Simon Child, Church Architect, Marian Mollett and Michaela Brug, Treasurers, Paul Davies, PCC Secretary, Linda Tillman and Jane Biddell, PCC sub-committee Chairs, and to Paul Booth for extensive IT support.

We have, as a congregation, come together this year to say farewell to our much loved priest, to support each other, to celebrate, and to mourn those of our church family whom we have lost. Through this fellowship we have thrived as a congregation. This is what it is to be church.

Our personal gratitude for your support, counsel and kindness to us as churchwardens is immense.

Cate Lyon and John Mortley
Churchwardens

Achievements and Performance

Worship and Services

Our regular pattern of Sunday worship is supplemented by weekday services. On Sundays when we were open we offered the community the following pattern, 8am Said Eucharist (traditional language), 10am Sung Eucharist with Junior Church (Common Worship). All our worship is open to the whole community. The closing of our Church doors again in December 2020 meant that we had to rethink how we operated. We continued to live stream our Sunday worship and to make a recording available and to offer Morning Prayer on the Zoom platform.

We conducted and officiated at 3 baptisms, 8 weddings, 1 memorial service and 8 funerals.

When pandemic restrictions allowed our Churchwarden, John Mortley, took Holy Communion to the housebound and those in residential care at Cecil Court. Weekly acts of worship either in person or via a recording have been conducted at The Queen's School.

Canon Nicholas Darby, retired Priest with PTO, assisted at the Sunday Eucharist services. Following Fr Nigel's retirement, Fr Nick presides at the two Sunday services three Sundays per month, prepares and presides at all

Occasional Offices and provides pastoral care for the congregation. Emily Norman, Assistant to the Incumbent, stepped down from her role in 2021 and was succeeded as Junior Church Leader by Sophia Priolo.

During the period when Covid restrictions were most severe, there were 30 weeks when the Eucharist was celebrated by Fr Nigel supported by the director of music; hymns were sung as appropriate, and plainsong psalms were transcribed and specially arranged to incorporate the Common Worship text expected at St Anne's.

On those weeks when worshippers were permitted to enter church and attend services, but with singing still forbidden, organ music was played in place of hymns. This organ music was curated to reflect the season, the collect, epistle and the gospel, and the form of the liturgy. The music within services was inspired by and related to biblical text, the psalms, and the words of hymn-writers throughout the ages.

St Anne's choir returned to duties on Trinity Sunday and in September the Youth Choir, conducted by Marion Goodgame, returned. Robin Goodgame also resumed conducting the choir and playing the organ at one service each month. In December to begin the Holy Season of Advent the choir offered the Advent Sunday Evening Devotion, and have since continued in faithful unbroken service. Since October, hymn tutorials have been broadcast each week via St Anne's website.

Care of the Fabric

The Fabric and Finance Committee met five times in 2021, both virtually and in-person. Following the restoration of the Church perimeter wall the churchyard pathway is to be upgraded to allow for greater public access to the churchyard. This is being funded by the Friends of St Anne's. A refurbishment of the stairs to the Royal Gallery took place allowing for many Church artefacts to be displayed. The Church Quinquennial Report was conducted during the Autumn with no major issues to report. Additional cashless payment systems have been implemented for the sale of teas, donations and car parking.

We are committed to working to mitigate the effects of climate change by working towards becoming an Eco Church. The Church moved to sustainable supply for its energy needs. We ensure that all fabric and building repairs and developments result in a reduction of our carbon footprint. With this in mind, quotes have been sought with a view to installing solar panels on the Church roof, subject to the necessary planning permission.

Community Outreach

Owing to Covid restrictions our Sunday afternoon Teas season was both shortened and weather dependent. As restrictions have allowed we have been able to resume hire of the Parish Hall and to host Christmas carol services for local schools.

During the year the Vineyard Lunch Collective concluded that, after 39 years' service, their outreach project for the homeless should not continue in its current format. It was agreed that the support needs of the homeless had changed and that churches needed time to reflect on local needs arising due to the pandemic.

Music is essential to the spiritual, artistic and social life of the parish. We were glad to welcome back Kew Sinfonia, to enjoy access to our church and share their gifts, strengthening our relationship with communities within and beyond the parish of Kew.

From May to September, we produced a series of Sunday afternoon recitals offering an eclectic musical programme for an audience of regular concert-goers, visitors, families and tourists. This is a significant outreach programme: many of those who attend Sunday concerts and Teas are not regulars at Saint Anne's but, frequently, they return and engage. A view of attendance numbers (even with Covid restrictions), retiring collections, enquiries, feedback, and responses, confirm the value of this musical and spiritual mission.

For summer 2022, twenty concert programmes are already in place. It is hoped that the music fund will assist with the establishment of the Choral Foundation, which has been under discussion.

Ministry and Mission

The Ministry and Mission Committee met four times in 2021, on Zoom in March and June and in person in September and November. In developing the M&M agenda, the committee holds in mind our St Anne's values: Christ centred; Inclusive; Faithful; Outward looking. With the retirement of Fr Nigel, we considered ideas and activities that would strengthen our fellowship and draw the congregation together during the interregnum period to remind us of the value of being part of the St Anne's family.

During the first half of the year we explored further the role of the proposed Pastoral Support team. In April we held a virtual meeting with those who expressed an interest in the project to share initial ideas. During the interregnum Fr Nick and the churchwardens have provided pastoral support. A card has been sent by the churchwardens to those who may need support from St Anne's due to bereavement or other changing circumstances. These have been well received. Many in the congregation continue to provide informal pastoral care which is a valuable aspect of our church life.

Junior and young church is an important agenda item for this committee. Emily Norman, Assistant to the Incumbent, engaged and enthused families and increased Junior Church membership. After Emily stepped down it was agreed we would seek to appoint an individual for a fixed term whose remit would focus solely on Junior Church and its members and families during the interregnum period. We were delighted to see this post filled in the Autumn by Sophia Priolo.

As Covid restrictions gradually enabled us to gather in church and hall, the Committee has focused on initiatives that bring the congregation together, recognising the church year and key moments in our life as a parish.

A harvest supper took place in September and the churchwardens hosted a large drinks party in early December to thank the many people who volunteer in a range of capacities at St Anne's. As well as our Advent Service, a Christmas Carol service was held in late December.

The newly refurbished upper gallery provides a reflective, prayerful space between the 8am and 10am services for prayers to be offered for all those involved with the recruitment process and for those applying. This initiative was welcomed and used regularly by a number of worshippers.

We have previously held Café Evenings to introduce our selected charities. Since this was not possible due to Covid restrictions, a new initiative for 2022 enables a representative of one of each of the charities we support to join us at an agreed Sunday morning service. We have also explored ideas for a retreat or Quiet Day and it is likely that these will bear fruit in 2022.

Looking ahead, there are numerous developments highlighted in the Parish Profile that the M&M Committee look forward to developing together with the new incumbent.

Education

Junior Church is provided every Sunday morning, except in August, and is led by Sophia Priolo and a volunteer helper. Safeguarding of participants remains paramount. Due to Covid, Junior Church was not able to meet in person until September but weekly online sessions were provided for a small group.

Junior Church teaching is linked to the readings of the day and activities and discussion and craft based learning are focused on developing themes from the Gospel or readings. Session content is appropriate for ages 4 – 11. Often we have only or primarily children under age 4. Junior Church continues to remain flexible and adapt as required. Parents must stay with children under 4 years but are encouraged to return to the church service if their children are older.

Charities

As trustees, our primary obligation is to fund St Anne's and its direct activities. However, recognising our need to assist the wider church, in 2015 the PCC decided to give to mission 5% of our donated income. During 2020 a careful exercise was carried out to choose the new recipients of the mission commitment for 2020 and the subsequent two years. These charities are Kew Neighbourhood Association, Dose of Nature, Age UK Richmond, Winston's Wish and United Society Partners in the Gospel. Following a request at the APCM, the PCC decided to focus their giving to charities who they felt would make a difference to those adversely affected by the pandemic.

For 2021 the 5% commitment is £10,500 (2020 £11,500), distributed equally between the five charities. This is shown in note 3(a) of the accounts, together with other donations.

Additionally the Church raised £6,164 for Christian Aid, £3,734 via collections and £2,430 from the Riverside Walk, a record. The PCC would like to record their sincere thanks to Isobel Moses for her commitment and diligence to raising funds for Christian Aid. Isobel has been organising the Christian Aid week since 2009, along with the Richmond Riverside Sponsored Walk every September.

Financial Review

The receipts and expenditure for the year 2021 are set out in the financial statements, allocated to unrestricted and restricted funds. Comparisons with 2020 are confused by the considerable expenditure incurred during that year completing the refurbishment of the Royal Gallery anterooms, a project which was already underway at the start of the pandemic.

The **unrestricted funds** show the flow of income and expenditure related to the general activities of the church. The damaging impact of the pandemic on the finances of St Anne's continued in 2021, greatly mitigated by the continuation of individuals' regular committed donations. Overall these showed a modest fall in the two years since the last "normal" year 2019: 2019 £205,000, 2020 £199,000, 2021 £194,000. While regular committed donations remained relatively steady, other sources of income which rely on people being able to meet together (for example teas, rent, collections at carol services) continued to suffer despite the gradual re-opening of the church, declining overall by about £22,000 compared with 2019. At the end of 2020 a special Christmas appeal to the congregation raised over £21,000. The PCC, conscious of the challenging circumstances facing individuals, did not consider it appropriate to seek similar donations in 2021 and nor was there a general appeal to encourage existing members to increase their giving. Instead it was agreed that for 2021 a budgeted deficit would be funded from reserves.

The PCC was grateful to receive a donation of £5,000 from the family of Molly and Douglas Jordan, long-standing members of the congregation.

Grants are 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 cost relating to the fabric of the building and so fell significantly in 2021 as no major fabric works were carried out.

As in previous years, expenditure in 2021 was broadly split as follows:

- 70% on the ministry costs of this parish and funding part of the costs of other parishes in the diocese, combined with charitable donations and

- 30% 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. For some years the PCC has decided to give 180% of the indicative costs of a priest and for 2021 this was continued, even though no stipendiary priest has been in place for much of the year. This reflects the principle of informed generosity which underpins the Parish Support Fund – our relationship with the diocese and other parishes is not a transactional relationship. For 2021 the PCC decided to give £142,943 (2020 £144,310). The commitment made for 2022 is £147,420.

Donations to charities in support of this church's mission were £12,300 (£13,200 in 2020), including the commitment to donate 5%, £10,500, of donated income.

The residual £69,000 of total unrestricted expenditure during the year was spent on delivering services, running St Anne's and regular maintenance of the building and its surroundings. More detail is given in note 3 to the accounts. One aspect is particular to 2021: costs described as "Change of incumbent" include the costs of events celebrating Fr Nigel's ministry at St Anne's, the preparation of the parish profile and advertising the vacant post. These costs (and others incurred in 2022) are funded from a reserve set aside for this purpose in previous years. While utility costs (within "running expenses") have increased, this is offset by a reduction in maintenance costs, itself a reflection of good stewardship in previous years.

At the end of the year unrestricted funds had decreased to £127,132 (2020 £133,808).

The **restricted funds** reduced overall by £4,050. These funds represent sums given for specific purposes.

At the start of 2021 the Fabric Fund held donations (£7,500) received in 2020 as contributions to the final stage of the refurbishment of the Royal Gallery ante rooms: the display of some of the church's historic artefacts on the walls. This was completed in 2021, leaving £2,196 remaining in the fund for similar significant work.

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

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

Reserves policy

The unrestricted funds have two elements: designated funds set aside for specific purposes and free reserves. At the end of 2021 a designated fund for major repairs amounted to £54,000. In addition, £6,000 had been set aside for costs associated with a change of incumbent, so that total designated funds are £60,000. This leaves free reserves at the end of 2021 of approximately £67,000. This is broadly in line with the amount the PCC considers necessary.

The PCC reviewed its reserves policy in March 2022. It decided that, as a minimum, unrestricted reserves of £65,000 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. Careful monitoring of the on-going position will enable the church to address shortfalls extending over a longer period by undertaking specific fundraising and reconsidering the financial commitments.

Structure, governance & management

PCC members who served from 1st January 2021 until the date this report was approved are:

Incumbent	The Revd Nigel J Worn	Chair, retired June 2021
Churchwardens	Cate Lyon John Mortley	Churchwarden from April 2019 and Chair from June 2021 Churchwarden from April 2021
Representatives on the Deanery Synod:		
	Chris Handley until 2023 Jane Hayman until 2023	Jane Willott until 2023 Marian Mollett until April 2021
Elected Members:		
Janine Farrance	Until 2021	Sam Walter Santhosam Until 2023
Molly Hawn	Until 2021	Kate Higham Until 2023
Nicola Baldwin	Until 2022	Marcus Dowding Until 2023
Claire Hammond-Tse	Until 2022	Peter Ruygrok Until 2023
Linda Tillman	Until 2022	Mark Thomas Until 2023
Inigo Bellingham	Until 2023	Margaret Leigh Until 2024
Bridget Miller	Until 2023	Christopher Stephens Until 2024

The following officers were elected at the PCC meeting held on 24th April 2021:

Vice Chair	Cate Lyon
Treasurers	Marian Mollett and Michaela Brug
Secretary	Paul Davies
Electoral Roll Officer	Margaret Handley
Standing Committee	Fr Nigel Worn, Cate Lyon, Michaela Brug, and John Mortley.

During the year the PCC has held four regular meetings and two special meetings. Further PCC meetings have been held to inform, consult and implement the agreed Interregnum Plan. 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 implementing the Interregnum Plan and the recruitment process. Further focus was directed at the need to develop St Anne's mission to the wider church and on how to 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.

Approved by the PCC on 3 April 2022 and signed on its behalf by Cate Lyon (PCC Chair)



PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2021 £	2020 £
INCOMING RESOURCES					
Incoming resources from donors	2(a)	202,828	6,382	209,210	267,230
Other voluntary incoming resources	2(b)	5,884	0	5,884	22,509
Incoming resources from operating activities to further the Council's objects	2(c)	16,311	0	16,311	12,943
to generate funds	2(d)	2,888	3,602	6,490	1,075
Income from investments	2(e)	36	5	41	49
TOTAL INCOMING RESOURCES		<u>227,947</u>	<u>9,989</u>	<u>237,936</u>	<u>303,806</u>
RESOURCES EXPENDED					
Grants	3(a)	12,300	0	12,300	13,200
Activities directly relating to the work of the church	3(b)	199,964	9,238	209,202	321,556
Church management and administration	3(c)	21,430	0	21,430	20,164
Costs of generating funds	3(d)	929	4,801	5,730	2,207
TOTAL RESOURCES USED		<u>234,623</u>	<u>14,039</u>	<u>248,662</u>	<u>357,127</u>
NET INCOMING / (OUTGOING) RESOURCES		(6,676)	(4,050)	(10,726)	(53,321)
FUNDS BROUGHT FORWARD AT 1st JANUARY 2021 (2020)		133,808	57,053	190,861	244,182
FUNDS CARRIED FORWARD AT 31st DECEMBER 2021 (2020)		<u>127,132</u>	<u>53,003</u>	<u>180,135</u>	<u>190,861</u>

The notes on pages 15 to 23 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST ANNE, KEW
STATEMENT OF FINANCIAL ACTIVITIES
For the Year Ended 31 December 2021

	Note	2021 £	2020 £
CURRENT ASSETS			
Debtors	5	13,190	30,404
Cash at bank		184,641	178,856
		<u>197,831</u>	<u>209,260</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	6	(17,696)	(18,399)
NET ASSETS			
		<u>180,135</u>	<u>190,861</u>
FUNDS			
	7		
Unrestricted		127,132	133,808
Restricted	8	53,003	57,053
		<u>180,135</u>	<u>190,861</u>

Approved by the Parochial Church Council on 3 April 2022
and signed on its behalf by



Cate Lyon
Chairman

The notes on pages 15 to 23 form part of these accounts.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PARISH CHURCH OF ST ANNE, KEW (Charity no 1129136) ON THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021 SET OUT ON PAGES 12 to 23

I report to the trustees on my examination of the accounts of the Parish Church of St Anne, Kew for the year ended 31st December 2021.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.


Independent examiner's statement

I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Management Accountants.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



David E Tyrnall, Fellow of the Chartered Institute of Management Accountants
Flat 5, Melsan Court, 13 Park Road, Swanage, Dorset, BH 19 2AA
3 April 2022

**Notes to the Financial Statements
For the year ended 31 December 2021**

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.

Amounts received specifically as mission are dealt with as restricted funds.

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 2021**

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. 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 held by the PCC have all been written down to zero under this policy, hence 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 2022 on gift aided donations received in 2021.

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements
For the year ended 31 December 2021**

2	INCOMING RESOURCES	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2021	2020
		£	£	£	£
2(a)	<i>Incoming resources from donors</i>				
	Planned giving:				
	Gift Aid donations	152,968	0	152,968	156,600
	Tax recoverable	39,258	1,132	40,390	41,761
	Other	1,728	0	1,728	1,638
	Open collections	705	0	705	1,711
	Christmas Appeal including Gift Aid	0	0	0	21,269
	Other donations	8,169	5,250	13,419	44,251
		<u>202,828</u>	<u>6,382</u>	<u>209,210</u>	<u>267,230</u>
2(b)	<i>Other voluntary incoming resources</i>				
	Memorial donations and Legacies	5,000	0	5,000	7,000
	Grant - Listed Places of Worship Scheme	884	0	884	15,509
		<u>5,884</u>	<u>0</u>	<u>5,884</u>	<u>22,509</u>
2(c)	<i>Income from operating activities to further the Council's objects</i>				
	Wedding fees	2,891	0	2,891	3,547
	Flowers	1,342	0	1,342	1,140
	Funeral fees	3,440	0	3,440	3,022
	Church and hall letting	8,638	0	8,638	5,234
		<u>16,311</u>	<u>0</u>	<u>16,311</u>	<u>12,943</u>
2(d)	<i>Income from operating activities to generate funds</i>				
	Sale of teas	2,275	0	2,275	0
	Sunday tea/coffee	613	0	613	474
	Musical events	0	3,602	3,602	601
		<u>2,888</u>	<u>3,602</u>	<u>6,490</u>	<u>1,075</u>
2(e)	<i>Income from investments</i>				
	Bank interest	36	5	41	49
		<u>36</u>	<u>5</u>	<u>41</u>	<u>49</u>
	TOTAL INCOMING RESOURCES	<u>227,947</u>	<u>9,989</u>	<u>237,936</u>	<u>303,806</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

Notes to the Financial Statements
For the year ended 31 December 2021

COMPARATIVE FIGURES FOR 2020

2	INCOMING RESOURCES	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2020	2019
		£	£	£	£
2(a)	<i>Incoming resources from donors</i>				
	Planned giving:				
	Gift Aid donations	156,600	0	156,600	162,449
	Tax recoverable	40,458	1,303	41,761	44,611
	Other	1,638	0	1,638	1,884
	Open collections	1,711	0	1,711	6,420
	Christmas Appeal including Gift Aid	21,269	0	21,269	0
	Other donations	8,834	35,417	44,251	59,583
		<u>230,510</u>	<u>36,720</u>	<u>267,230</u>	<u>274,947</u>
2(b)	<i>Other voluntary incoming resources</i>				
	Legacies - Myra Hadrys, Ethel Owens	0	7,000	7,000	0
	Grant - Listed Places of Worship Scheme	15,509	0	15,509	6,889
		<u>15,509</u>	<u>7,000</u>	<u>22,509</u>	<u>6,889</u>
2(c)	<i>Income from operating activities to further the Council's objects</i>				
	Wedding fees	3,547	0	3,547	4,520
	Flowers	1,140	0	1,140	2,040
	Funeral fees	3,022	0	3,022	3,063
	Church and hall letting	5,234	0	5,234	13,547
		<u>12,943</u>	<u>0</u>	<u>12,943</u>	<u>23,170</u>
2(d)	<i>Income from operating activities to generate funds</i>				
	Fund raising events	0	0	0	608
	Sale of teas	0	0	0	7,768
	Sunday tea/coffee	474	0	474	1,843
	Musical events	0	601	601	15,874
		<u>474</u>	<u>601</u>	<u>1,075</u>	<u>26,093</u>
2(e)	<i>Income from investments</i>				
	Bank interest	23	26	49	114
		<u>23</u>	<u>26</u>	<u>49</u>	<u>114</u>
	TOTAL INCOMING RESOURCES	<u>259,459</u>	<u>44,347</u>	<u>303,806</u>	<u>331,213</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements
For the year ended 31 December 2021**

3	RESOURCES EXPENDED	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2021	2020
		£	£	£	£
3(a)	<i>Grants:</i>				
	Kew Neighbourhood Association	0	0	0	700
	Mission Commitment				
	United Society Partners in the Gospel	2,100	0	2,100	2,300
	Kew Neighbourhood Association	2,100	0	2,100	2,300
	Winston's Wish	2,100	0	2,100	2,300
	Dose of Nature	2,100	0	2,100	2,300
	Age UK Richmond	2,100	0	2,100	2,300
	The Queen's School	500	0	500	500
	Richmond Welcare Trust	1,000	0	1,000	500
	Churches Together in Kew	300	0	300	0
		<u>12,300</u>	<u>0</u>	<u>12,300</u>	<u>13,200</u>
3(b)	<i>Activities directly relating to the work of the church:</i>				
	Ministry :				
	Southwark parish support fund	142,943	0	142,943	144,310
	Assistant clergy & Junior church	10,241	0	10,241	9,958
	Church:				
	Running expenses	26,837	473	27,310	21,430
	Maintenance	3,971	0	3,971	14,998
	Organ/piano repairs	0	954	954	234
	Upkeep of services	2,631	2,507	5,138	3,233
	Royal Gallery	0	5,304	5,304	89,405
	Churchyard wall	0	0	0	28,666
	Organists' fees	9,267	0	9,267	8,667
	Junior church	248	0	248	655
	Change of incumbent	3,826	0	3,826	0
		<u>199,964</u>	<u>9,238</u>	<u>209,202</u>	<u>321,556</u>
3(c)	<i>Church management and administration:</i>				
	Printing and stationery	3,344	0	3,344	2,847
	Parish administrator	17,843	0	17,843	16,998
	Bank charges	243	0	243	319
		<u>21,430</u>	<u>0</u>	<u>21,430</u>	<u>20,164</u>
3(d)	<i>Costs of generating funds:</i>				
	Teas, hall	929	0	929	0
	Recitals, concerts	0	4,801	4,801	2,207
		<u>929</u>	<u>4,801</u>	<u>5,730</u>	<u>2,207</u>
	TOTAL RESOURCES USED	<u>234,623</u>	<u>14,039</u>	<u>248,662</u>	<u>357,127</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

Notes to the Financial Statements
For the year ended 31 December 2021

COMPARATIVE FIGURES FOR 2019

3	RESOURCES EXPENDED	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2020	2019
		£	£	£	£
3(a)	<i>Grants:</i>				
	Bishop's Lent Appeal	0	0	0	1,029
	Kew Neighbourhood Association/Secular charities	700	0	700	1,839
	Mission Commitment (for 2019 see p17)				11,200
	United Society Partners in the Gospel	2,300	0	2,300	0
	Kew Neighbourhood Association	2,300	0	2,300	0
	Winston's Wish	2,300	0	2,300	0
	Dose of Nature	2,300	0	2,300	0
	Age UK Richmond	2,300	0	2,300	0
	The Queen's School	500	0	500	500
	Richmond Welcare Trust	500	0	500	500
		<u>13,200</u>	<u>0</u>	<u>13,200</u>	<u>15,068</u>
3(b)	<i>Activities directly relating to the work of the church:</i>				
	Ministry : Southwark parish support fund	144,310	0	144,310	141,480
	Assistant clergy & clergy expenses	9,958	0	9,958	10,054
	Church: Running expenses	21,430	0	21,430	21,748
	Maintenance	14,998	0	14,998	14,038
	Lighting	0	0	0	9,140
	Organ/piano repairs	0	234	234	2,480
	Upkeep of services	2,548	685	3,233	5,833
	Royal Gallery	63,292	26,113	89,405	0
	Churchyard wall/Fabric fund (see note 10)	0	28,666	28,666	63,826
	Organists' fees	8,667	0	8,667	7,714
	Junior church	655	0	655	598
		<u>265,858</u>	<u>55,698</u>	<u>321,556</u>	<u>276,911</u>
3(c)	<i>Church management and administration:</i>				
	Printing and stationery	2,847	0	2,847	4,031
	Parish administrator	16,998	0	16,998	16,636
	Bank charges	319	0	319	664
		<u>20,164</u>	<u>0</u>	<u>20,164</u>	<u>21,331</u>
3(d)	<i>Costs of generating funds:</i>				
	Fetes and other events	0	0	0	409
	Teas	0	0	0	1,941
	Recitals, concerts	0	2,207	2,207	17,467
		<u>0</u>	<u>2,207</u>	<u>2,207</u>	<u>19,817</u>
	TOTAL RESOURCES USED	<u>299,222</u>	<u>57,905</u>	<u>357,127</u>	<u>333,127</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements
For the year ended 31 December 2021**

4 STAFF COSTS

The PCC employed 4 part-time employees (2020, 4), salaries £36,836 (2020, £33,864) and social security £nil (2020, £nil).

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

5 DEBTORS	2021	2020
Tax recoverable	7,558	7,888
Prepayments	100	100
Committed donations, rent	5,532	22,416
	<u>13,190</u>	<u>30,404</u>

6 LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors for goods, services and committed donations	17,696	18,399
	<u>17,696</u>	<u>18,399</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements
For the year ended 31 December 2021**

7 ANALYSIS OF ASSETS BY FUND	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £
Cash at bank	154,830	29,811	184,641
Current assets (note 5)	13,190	0	13,190
Current liabilities (note 6)	(17,696)	0	(17,696)
Inter Funds Balances	(23,192)	23,192	0
FUND BALANCE	<u>127,132</u>	<u>53,003</u> (note 9)	<u>180,135</u>

8 FUND DETAILS

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

	2021 £	2020 £
Music Fund (see note 9)	34,504	33,778
Ngmola (Kenya) Borehole Project Fund to maintain a borehole	1,009	1,009
Fabric Fund (see note 10)	2,196	7,500
Memorial Funds - churchyard, Hooker tomb and others	8,311	8,311
Vicar and Churchwardens Fund for use at their discretion	6,983	6,455
	<u>53,003</u>	<u>57,053</u>

9 MUSIC FUND

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

	2021 £	2020 £
Balance at 1st January	33,778	31,483
Add: Patrons' donations	4,250	4,000
Gift Aid on donations	1,132	803
Less: Liturgical enhancements	(2,507)	(685)
Instrument repairs and maintenance	(954)	(234)
Musical events - donations less musician costs	(1,195)	(1,589)
Balance at 31st December	<u>34,504</u>	<u>33,778</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANNE, KEW

**Notes to the Financial Statements
For the year ended 31 December 2021**

10 FABRIC FUND

The Fabric Fund consists of donations given for the specific purpose of enhancing the fabric of the church and associated fittings.

	2021	2020
	£	£
Balance at 1st January	7,500	22,549
Add: Donation - Friends of St Anne's	0	28,666
Donations for Royal Gallery and displays	0	10,251
Less: Royal Gallery displays/reburbishment	(5,304)	(25,300)
Churchyard wall repairs	0	(28,666)
Balance at 31st December	<u>2,196</u>	<u>7,500</u>

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

The Friends of St Anne's, 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" does not form part of the PCC and is not reflected in these accounts other than as an independent third party.