

Independent Examiner's Report to the Parochial Church Council of St. Richard of Chichester, Hanworth

I report on the accounts for the year ended 31 December 2022 which are set out on pages 2 to 12.

Respective responsibilities of the Trustees and the Independent Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

Basis of Independent Examiner's Statement

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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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


.....
Donna Cooksley FCCA

Date: 15/03/23.....

Parochial Church Council of St. Richard of Chichester, Hanworth Financial Statements for the Year Ended 31 December 2022

Receipts and Payments Accounts

	Note	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Receipts	1				
Voluntary Income	1a	74,379	24,068	98,447	102,487
Activities for generating funds	1b	841	15	856	307
Income from investments	1c	5,223	-	5,223	2,092
Income from church activities	1d	30,376	-	30,376	24,127
Other incoming resources	1e	-	-	-	-
Total Receipts		110,819	24,083	134,902	129,014
Payments	2				
Church activities	2a	56,486	28,457	84,943	75,960
Costs of generating funds	2b	471	-	471	-
Governance costs	2c	882	-	882	462
Other payments	2d	-	-	-	-
Total Payments		57,839	28,457	86,296	76,422
Excess of receipts over payments		52,980	(4,374)	48,606	52,592
Transfers between funds	12	(47,062)	47,062	-	-
Changes in liabilities		-	(50,000)	(50,000)	(37,669)
		5,918	(7,312)	(1,394)	14,922
Cash and banked funds on 1 January	11	35,010	10,697	45,707	30,785
Cash and banked funds on 31 December	11	40,928	3,385	44,313	45,707
Non cash adjustments		-	-	-	-
Net Movement in Funds	11, 13	5,918	42,688	48,606	52,592
Funds b/fwd @ 1 January 2022	12, 13	35,010	(103,303)	(68,293)	(120,885)
Funds c/fwd @ 31 December 2022	11, 13	40,928	(60,615)	(19,687)	(68,293)

Parochial Church Council of St. Richard of Chichester, Hanworth

Statement of Assets and Liabilities as at 31 December 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Fixed Assets					
Tangible fixed assets	7	-	-	-	-
Cash funds					
Cash at bank and in hand		23,626	3,385	27,011	28,629
Short term deposits	8	17,302	-	17,302	17,078
		<u>40,928</u>	<u>3,385</u>	<u>44,313</u>	<u>45,707</u>
Liabilities					
Other Creditors	9	-	-	-	8,000
Loans	10, 11	-	64,000	64,000	106,000
		<u>-</u>	<u>64,000</u>	<u>64,000</u>	<u>114,000</u>
Net Current Assets / (Liabilities)		<u>40,928</u>	<u>(60,615)</u>	<u>(19,687)</u>	<u>(68,293)</u>
Total Net Assets / (Liabilities)		<u>40,928</u>	<u>(60,615)</u>	<u>(19,687)</u>	<u>(68,293)</u>
Represented By					
Funds					
Unrestricted		40,928	-	40,928	35,010
Restricted		-	(60,615)	(60,615)	(103,303)
		<u>40,928</u>	<u>(60,615)</u>	<u>(19,687)</u>	<u>(68,293)</u>

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

1. Receipts

	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
a) Voluntary Income				
Planned giving: declared as Gift Aid	49,221	6,285	55,506	60,206
Income tax recoverable on Gift Aid	13,922	1,990	15,912	17,807
Non Gift Aid free will offerings	1,598	222	1,821	1,437
Plate collections	839	-	839	306
Sundry donations & legacy	5,051	3,572	8,622	9,337
Grants	3,747	12,000	15,747	13,394
	<u>74,379</u>	<u>24,068</u>	<u>98,447</u>	<u>102,487</u>
b) Activities for Generating Funds				
Fund-raising activities	256	15	271	307
Functions & events	585	-	585	-
	<u>841</u>	<u>15</u>	<u>856</u>	<u>307</u>
c) Income from Investments				
Rent (35 Oxford Way)	4,998	-	4,998	2,083
CBF deposit interest	225	-	225	9
	<u>5,223</u>	<u>-</u>	<u>5,223</u>	<u>2,092</u>
d) Income from Church Activities				
Church hall letting	25,501	-	25,501	21,678
Bookstall	205	-	205	97
Fees - weddings & funerals	622	-	622	990
Church activities income	4,048	-	4,048	1,257
Holiday club & youth mission	-	-	-	105
	<u>30,376</u>	<u>-</u>	<u>30,376</u>	<u>24,127</u>
e) Other Incoming Resources				
PCC associated funds	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Receipts	<u>110,819</u>	<u>24,083</u>	<u>134,902</u>	<u>129,014</u>

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

2. Payments

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £	
a) Church Activities					
Donations					
Overseas mission societies	-	1,450	1,450	500	Sheepfold
Relief & development agencies	-	1,530	1,530	400	Tear Fund
Home missions & church societies	-	517	517	240	Children's Society etc
Secular charities	-	1,000	1,000	-	Shooting Star Hospice
Gifts	88	-	88	54	
Total Donations	88	4,497	4,585	1,194	
Diocesan Common Fund contribution	20,000	-	20,000	11,000	
Vicar, Curate and Reader's expenses	206	-	206	356	
Children Worker's salary	1,798	9,754	11,552	10,503	
Children Worker's related expenses	528	1,435	1,963	1,662	
Training & associated literature	246	-	246	-	
Total Staff Related Costs	22,778	11,189	33,966	23,521	
Upkeep of church services	1,349	277	1,626	1,148	
Church activities expenditure	2,062	-	2,062	1,089	
Youth Mission & holiday club	423	-	423	591	
Total Church Activities Costs	3,834	277	4,112	2,828	
Church running expenses	5,979	-	5,979	5,513	
Fees - cleaning/organist	7,645	-	7,645	7,079	
Expenditure on bookstall	310	-	310	513	
Web site, affiliation fees & literature	828	-	828	634	
Printing, stationery, telephone, etc	3,597	-	3,597	3,319	
Total Church Running Costs	18,359	-	18,359	17,058	
Church maintenance	4,994	10,712	15,706	13,948	
Vicarage costs	435	-	435	502	
35 Oxford Way costs	4,685	517	5,202	5,762	
Furnishings & equipment	1,313	1,265	2,578	2,080	
Total Maintenance Cost	11,427	12,494	23,922	22,292	
Project grow expenses	-	-	-	9,066	
Total Church Activities	56,486	28,457	84,943	75,960	
b) Costs of Generating Funds					
Functions & events	471	-	471	-	
c) Governance Costs					
Payroll Service Fee	400	-	400	-	
PCC support costs	430	-	430	440	
Bank Charges	52	-	52	22	
Total Governance Costs	882	-	882	462	
d) Other Payments					
PCC Associated Funds	-	-	-	-	
Total Payments	57,839	28,457	86,296	76,422	

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

3. Accounting Policies:
 - The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
 - Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purpose of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.
 - Restricted funds represent donations or grants received for a specific purpose. These funds may only be expended on the specific purpose for which they were given. The nature of particular funds is disclosed in more detail in Note 12 to the financial statements.
 - Fixed Assets - All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure. Individual items of equipment are written off to the receipts and payments account when the asset is acquired.
4. Receipts: Although a gift aid claim has been made for Q4 (Oct-Dec) for donations eligible for gift aid not made through the Parish Giving Scheme, the payment from HMRC was received in January 2023 and hence is not included in these accounts.
5. As in 2021, donations and appeals income has been included in Sundry donations.
6. As in 2021, PCC associated funds expenditure has been shown under Church activities expenditure.
7. Fixed assets are not depreciated under receipts and payments accounting.
8. Short term deposits reflect money held on deposit with the Central Board of Finance of the Church of England.
9. There is no amount shown in Other Creditors as the funds shown in the 2021 accounts which were not used by Kick London in the first half of 2022 were returned to the grant giving body, Welcare Hounslow.

10. There are Project Grow Loans from two Church Members, both restricted for use for Project Grow. These initially totalled £100k, advanced on an interest free basis, of which £42,000 has been repaid. Each loan is subject to a loan agreement. These loans are both to be repaid by 2024.
11. There is also a Project Grow Loan, initially £10k, from the Kensington Area of the diocese, again interest free, of which £4,000 has been repaid. This loan is also subject to a loan agreement. It is to be repaid at £2,000 per year over 5 years.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

12. Analysis of Fund Movements

	Fund B/fwd £	Income £	Expenditure £	Fund Transfers £	Fund C/fwd £
Unrestricted Funds					
General Fund	29,830	110,477	57,750	(46,884)	35,673
Roger Casson Legacy Fund	5,011	-	-	-	5,011
Holiday Club	-	-	-	-	-
Men's Supper Club	-	-	-	-	-
Friends Group	25	342	89	(154)	125
Scramblers	40	-	-	-	40
Little Stars	-	-	-	-	-
Explorers	40	-	-	-	40
The Hub	-	-	-	-	-
Lunch Club	14	-	-	(14)	-
Coffee Morning	50	-	-	(10)	40
Total Unrestricted Funds	35,010	110,819	57,839	- 47,062	40,928
Restricted Funds					
Project Grow Fund	(106,024)	8,224	-	34,500	(63,300)
Children/Fam Worker's Fund	-	11,000	11,189	189	(0)
Garden Fund	-	2,280	10,712	8,600	168
Technology Fund	-	1,000	1,265	265	-
35 Oxford Way Repairs Fund	2,333	-	517	-	1,816
Flowers Fund	2	304	277	-	28
Special Charity Donations	133	1,276	4,497	3,508	420
PCC Associated Functions Fund	253	-	-	-	253
Total Restricted Funds	(103,303)	24,083	28,457	47,062	(60,615)
Total Funds	(68,293)	134,902	86,296	-	(19,687)

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Unrestricted Funds

General Fund

The general fund represents funds for the general use of the PCC. It reflects all the funds available to the PCC, other than those designated for another purpose by the PCC or restricted by donors.

Traditionally the PCC has kept a cash balance sufficient to cover expenses for 3 months to cope with a drop in the level of giving or some unforeseen expenditure.

Roger Casson Legacy Fund

The Roger Casson legacy fund was set up to hold the legacy from the estate of the late Roger Casson. The PCC would like to use these funds to both commemorate the life of Roger and also support the future work of the church. During 2020, the PCC decided to spend some of the remaining funds on exterior lighting, the remaining half of which has been paid for in 2021.

Holiday Club

Holiday club is one of the core mission activities of the church. Hence, in 2017, Holiday Club income and expenditure was transferred to the General Fund. This fund was unused in 2022 because no Holiday Club was possible.

PCC Associated Funds (Church Groups funds)

Following discussion, the PCC felt that the income and funds held by the various groups of St Richards Church are by nature designated, rather than restricted, as the groups are part of the core mission of the church. Hence the funds of active groups were transferred from restricted funds to designated funds in 2017. All of these groups have now decided to transfer some or all of their fund balances to the General Fund. Designated funds are maintained to account for the small agreed floats maintained by most of the groups. The Friends Group banked its excess cash in early January 2023, hence exceptionally the designated fund shows that excess cash as well as its float at the end of 2022.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Restricted Funds

Project Grow Fund

The Project Grow fund represents funds that have been donated to provide for the church building project. Income now comes from free-will offerings specifically for Project Grow. The expenditure in 2022 is entirely to pay off the loans. For this purpose, it is now topped up as necessary from the General Fund.

Children and Family Worker's Fund

The Children and Family Worker's fund represents the restricted grants that contributed to the costs of the children and family outreach work. The grants received from the Hampton Fund and Welcare Hounslow were used to pay the salary costs and offset the Children and Families Worker expenses. A small top-up was made from the General Fund to cover some expenses that took expenditure beyond the value of the grants.

Garden Fund

The PCC decided to set up a Garden Fund in 2022 to provide for the development of the prayer garden and an appeal was made for donations specifically for this purpose. All garden expenditure was charged to this fund, but donations fell well short of the expenditure, so the fund was topped up from the General Fund.

Technology Fund

Early in 2022 a grant was made from a Church Member specifically for streaming technology. The restricted Technology Fund was set up to hold this grant and to pay for expenditure on streaming and related audio/visual technology. The expenditure slightly exceed the grant, so a top up was required from the General Fund.

35 Oxford Way Repairs Fund

The 35 Oxford Way Repairs fund was set up to hold previous non-missionary rental income from 35 Oxford Way. It is required by the Diocese that this money is set aside to cover the repair costs of the property. During 2022, there were some repair costs charged to this fund. The property is currently rented out and the rent goes into the General Fund to defray upkeep costs met from the General Fund.

Parochial Church Council of St. Richard of Chichester, Hanworth

Notes to the Financial Statements for the year ended 31 December 2022

Flowers Fund

The Flowers fund represents church member's donations given to cover the costs of flowers for special services; mostly, Easter, Harvest and Christmas. The fund is topped up as necessary from the General Fund.

Associated Functions Fund

The associated functions fund represented monies raised and expended for community projects affiliated to the church. During 2018, a donation of £300 was given specifically to buy equipment for the older young people's group at the time. In 2021, it was agreed with the donor that this could be used for equipment for the Explorers and Adventurers groups. However, there has been no relevant equipment expenditure in 2022.

Special Charity Donations

The Special Charity Donations fund represents monies raised by the church to support various charities. Donations made during the year are shown in note 2 to the accounts. In 2022, funds were raised for Sheepfold in Bethlehem, Tear Fund, the Children's Society, the Bishop of Kensington's Easter appeal for projects related to knife crime, St Richard's Primary School (LDBC Scheme of Work Christian Resources) and Shooting Star Hospice. These have been input to this Special Charity account for transparency, before then being paid to the charities, particularly because the donations include money given in response to specific appeals and the Church's giving in 2022 of 5% of its non-restricted free-will offerings received in 2021.