

DIOCESE OF LONDON



DEANERY OF HARROW

ST ANDREW'S CHURCH ROXBOURNE

Malvern Avenue, Harrow

www.standrewsroxbourne.org.uk

REGISTERED CHARITY N° 1131727



ANNUAL REPORT ON THE PROCEEDINGS OF THE PAROCHIAL CHURCH COUNCIL AND THE ACTIVITIES OF THE PARISH GENERALLY

and the

FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

for the year ended

31st DECEMBER 2014

Approved by the Council at its meeting on
12th March, 2015

ROBERT CROWHURST (Church Warden)

SUSAN McLEOD (Church Warden)

WENDY GODWIN (Hon Treasurer)

REV^d LYNDON NORTH (Chairman)

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL 2014

INTRODUCTION

1. The purpose of the Parochial Church Council (PCC) is to cooperate with the Vicar of S^t Andrew's in promoting in the parish the whole mission of the Church: pastoral, evangelical, social and ecumenical. It is a body corporate with perpetual succession and is a registered charity (N^o 1131727 - *The Parochial Church Council of the Ecclesiastical Parish of S^t Andrew Roxbourne Harrow.*) Its members are the trustees and are elected by members of the church who are registered on the parish's Electoral Roll. The Roll is normally re-created every six years (as it was in 2013) and in other years revised, prior to the Annual Parochial Church Meeting (APCM.)
2. At the time of the APCM, March 2014, there were 134 members on the Electoral Roll, of whom 89 were resident within the parish, and 45 were living outside the parish. Aggregating the attendances at the 8.00am and 9.45am services for each of the four Sundays, the average weekly attendance in October 2014 was 109, while Easter and Christmas communicants were, respectively, 191 and 182.
3. S^t Andrew's PCC comprises the Vicar of S^t Andrew's as Chairman, the two serving Churchwardens, one of whom is coincidentally a member of the London Diocesan Synod, three members of the Harrow Deanery Synod, and up to twelve elected members. There is also power to co-opt at any time up to two people for the remainder of the parochial year, and one was in April 2014. A full list of names of those who served during 2014 is at Appendix A; while a list of all those elected, or serving *ex officio*, is on permanent display in the church porch, following each APCM.
4. The directly-elected members (but not the *ex officio* members) of the PCC are appointed to serve for three-year terms, with one-third standing down each year and eligible for further election subject to a person not serving continuously for more than six years without standing down for at least one year. Representatives to the Deanery Synod are also elected every three years, as occurred in 2014. The representative to the Diocesan Synod (for which the electorate is members of the Deanery Synods) was re-elected for a further three years in 2012.
5. As well as the annual independent examination of the PCC's accounts and financial statements, S^t Andrew's is visited generally every 3 years by the Archdeacon who verifies all registers, Minutes and other written records, goods and ornaments, and compliance with faculty-requirements. Such a visitation took place in June 2013.

COUNCIL MEETINGS

6. Current arrangements are for the PCC normally to meet every other month, with the Standing Committee normally meeting in the alternate months. In fact, the PCC met eight times during 2014.
7. The Agenda for each PCC meeting is posted on the notice board in the Porch beside the main door, invariably at least one week beforehand. Copies of the Minutes of each meeting – as approved at the following meeting – are, on application to the PCC Secretary, available for inspection by any church member who may wish to look at them.

PAYMENTS TO COUNCIL MEMBERS

8. Excluding reimbursements for purchases made on behalf of the church, no payments were made to PCC members during 2014.

9. Expenses reimbursed to the Vicar are noted in the Accounts. The PCC sets aside an annual budget for any training requirements; and also a further £350 each year for discretionary assistance to those in need and for other similar requirements. In line with Diocesan requirements, up to £500 each year is available when required for Vicarage internal redecoration.

STANDING COMMITTEE AND PCC SUB-COMMITTEES

10. Church law requires each year's PCC to establish a Standing Committee, drawn entirely from members of the PCC. In 2014, this comprised the Vicar and Churchwardens, together with four (five prior to the 2014 APCM) other lay members: see Appendix A. Generally speaking, the duties of the Standing Committee are to:

- (a) transact urgent PCC business arising between meetings of the Council;
- (b) plan and prepare items of business for Council meetings;
- (c) co-ordinate horizontal issues and priorities between sub-committees;
- (d) undertake financial monitoring and control on behalf of the Council; and
- (e) deal with such other matters as the Council may request.

11. PCCs are also empowered to set up such other sub-committees as they see fit. These may include non-PCC members and traditionally S^t Andrew's has always wanted this to be the case, so as to: bring in wider views; achieve a greater sense of ownership; and "help spread the load." The Vicar is *ex officio* member of all such sub-committees and groups.

12. The PCC agreed that during 2014 there should be sub-committees for: (a) Bridge-builders; (b) Communications; (c) Estate Management ("EMC"); (d) Finance; and (e) Social. The Eco-Warriors Working Party also continued throughout the year. The Treasurer also has informal advice from an advisory Finance sub-Committee.

WORK OF THE COUNCIL

Mission Action Plan

13. Every church in the Diocese is required to formulate a Mission Action Plan ("MAP".) The Vicar revised our MAP in Spring, 2014 following input from three evening sessions comprising members of the PCC and wider congregation which discussed the 'Seven Marks of a Healthy Church', from the book 'Development of Healthy Churches' by Robert Warren:

- sharing the good news of Jesus Christ and to telling the story of Jesus Christ afresh for this generation and especially for the young;
- nurturing new believers and equipping servants of Jesus Christ;
- responding to human need by loving service;
- transforming unjust structures of society both locally and globally;
- safeguarding the integrity of creation and sustaining and renewing the life of the earth.

14. The MAP establishes our values as: discipleship; community; diversity; generosity; Creation; the mind; and justice & mercy – and crystallises a comprehensive list of ambitions and challenges within the contexts of, variously, the Church existing:

- to increase awareness of God's presence and to celebrate God's love;
- to help people to grow and learn as Christians, through mutual support and care; and
- to heal the world and bring the whole of creation back to the Father.

Estate Reinvestment

15. A significant amount of work was done by a small working group set up to explore options for upgrading the Youth Centre and releasing money for upgrading the large hall. One possible option was identified as demolishing the Youth Centre and exchanging a footprint swap for dwellings at the Kings Road end of the field and extending the small hall sideways allowing a re-planning of its interior layout and that of the main hall, corridor and lavatories. This would create a significant project worth several hundreds of thousands of pounds but could also release the money required for double glazing the hall windows and replacing the floor (which, at nearly 60 years old is nearing the end of its life.)

16. It was decided to put that work in abeyance while an alternative option was explored of seeking grants from charitable trusts and commercial firms for a complete refurbishment of the present Youth Centre and, perhaps, upgrading the main hall. Work on this was continuing at the end of the year.

17. The Council is grateful to all of those in both groups who have worked assiduously on each of these approaches.

Finance

18. Financial matters have been a great concern during 2014. Paying our Common Fund contributions remains a major overhead at over £4,820 per calendar month (and this is below what the Diocese would really like us to pay, so adversely affecting its wider mission in London.) Indeed, we are greatly concerned that the amount required from us forms such a high proportion of our income (some 50%) in comparison with the Diocesan average which we understand to be just over 20%. In fact, payment of three months Common Fund had been delayed in late 2013 (because of the costs of renovating St Andrew's Flat), and this resulted in early 2014 of our making good those payments but accepting a Diocesan loan of £14,463 which we are repaying over 5 years.

19. Another priority is to exert rigorous cost control on our purchases: a budget-system is now in place and strict discipline by budget-holders has materially helped to achieve this, but we still have to be extremely vigilant. Necessarily we remain vulnerable on costs beyond our direct control, such as for utilities and emergencies. On this, we have reaped a substantial benefit from our investment during the previous year in a zoned, computer-controlled heating system in the church, large hall and small hall – our total payments for gas were, at £2779, some 70% lower than in 2013 (although due account should also be taken of differing weather conditions and billing intervals.) We are grateful to the congregation for putting up with a bit of “hit and miss” in Sunday temperatures during the 2013/14 winter, and briefly more recently, while we were optimising the settings. It is also worth noting that, due not least to the hard work of Wendy Godwin who as Treasurer keeps an eagle eye on ensuring we get best value for money, we expect an annual saving of about £1000 in our electricity bills by renegotiating our contract for that.

20. The hire of our halls and of S^t Andrew's Flat remain important sources of revenue. The PCC was very much concerned throughout the year with the loss, amounting to several thousands of pounds through misappropriation and fraud; as well as considerable rent arrears built up by the tenants of S^t Andrew's Flat. When these came to light in the spring, the PCC formulated a plan for recovery and repayment and some progress was made in recouping the losses. However, matters went further awry in the autumn and we duly reported the fraud to the police and instituted the necessary civil proceedings for securing vacant possession of the Flat. Throughout the time we consulted with our independent examiner and the Diocesan authorities; we also duly reported the fraud to the Charities Commission. A PCC priority remains to recover all the missing money, or as much of it as may be possible. At present it is too early to be confident of great success, but we are encouraged by the relevant court judgements awarding compensation and shall continue to investigate the possibility of making a successful claim for some or all of the monies under our insurance policy.

21. Following a substantial rise in September 2013, hiring rates were left unchanged in 2014 but an increase of about 6% was set for January 2015 (April 2015 for the two playgroups which meet on our premises.) The concessionary rates for both of the playgroups continue to be phased out and they are now also charged rental for the very large amount of storage that they use. Following Mrs Watts' resignation from dealing with weekend and other occasional lets, Mr & Mrs Nickolay took on the role of managing these towards the end of the year and we are very grateful for the hard and extensive work they undertake in doing this. We also thank Sue Barnard for the work she puts in to ensure that the regular weekday lets are booked and invoiced.

22. The PCC annually reviews: the organist's stipend; bell-ringer, vergers and others' non-statutory fees for weddings and funerals; payments to the Vicar's secretary and, in line with the so-called London Living Wage, those to our caretakers; and clergy expenses and allowances.

Child Protection

23. S^t Andrew's takes the issue of Child Protection very seriously, and works fully within the Diocesan Child Protection Policy (CPP.) The PCC records its gratitude to both Gill Moore as our Church Safeguarding Officer and Barbara North as our Children's Champion, both of whose roles were re-affirmed, together with our CPP in January 2014. Robert Crowhurst remains as our CPP "Section X checker" - confirming identities and processing the necessary on-line Disclosure & Barring Service application process through the Diocese.

24. All organisations using S^t Andrew's premises are also required to have, and have confirmed that they have, suitable CPP policies in place which meet Diocesan requirements.

The Wider Parish

25. During the year, the PCC was most grateful to Dr Ann Varley for giving an illuminating presentation at one of its meetings on some of the demographic changes to the Parish between the 2001 and 2011 Censuses. The population increased by 11% during the period, from 13,914 to 15,456; and of those stating religious belief, Christians declined by 22.6% (from 6,980 to 5,406); Hindus increased by 67.3% (from 3,235 to 5,412); Muslims by 98% (from 934 to 1,849); and "no-religion" declined by 1% (from 1,257 to 1,245.) Interestingly, people of Asian origin (but not from India, Pakistan or Bangladesh) increased by threefold: largely, this would probably be from Sri Lanka.

Other

26. The PCC decided during the year that, not least with the increasing numbers of hall lets and the various implications arising from them, we should invest in all relevant IPR licences for playing live and recorded music, showing films and videos and also continued copying of words and music for various services in church. The total cost runs into some hundreds of pounds a year which we seek to recoup by imposing a slightly higher increase in letting rates than would otherwise have been the case.

27. Several other items were also dealt with: these are reflected below, either in the sections on Estate, Communications, Stewardship, Social and reducing our environmental impact; or in those reporting on the more general work of the Church.

Estate Management

28. The Estate Management sub-Committee (EMC) is responsible for ensuring that the church, halls and grounds are equipped and maintained to a high standard in terms of facilities, cleanliness/tidiness and repair as well as advising on any statutory and/or Diocesan requirements relating to the premises - such as compliance with fire protection regulations, the provisions of the Disability Discrimination Act, and formulating a general Risk Assessment strategy. It can also advise the PCC on appropriate charges for renting out the halls.

29. Towards the end of the year, we regretted having to terminate our contract for caretaking services with Revolution Interiors; temporary arrangements are in place and we hope to make a permanent appointment within a few months: the work involved is invariably taken for granted, but is an essential pre-requisite for the substantial programme of lettings we make.

30. Similarly, much of the rest of the EMC's work goes by largely un-noticed: repairing leaks and breakages, annual maintenance and upkeep of S^t Andrew's Flat. More strategically the EMC takes the lead on carrying forward the necessary works identified by the surveyor's Quinquennial inspections, the latest of which was received in the summer of 2012.

31. We are grateful to Chris Mills for organising the fortnightly church cleaning rota and to those who undertake that work, and to Diane Bidder our Safety Officer, who keeps our Health and Safety documentation up to date. A plan exists for the evacuation of the Church and Hall in emergencies.

32. Thanks are also expressed to the members of the congregation who have strived in the various working parties we have held from time to time for clearing and tidying the grounds, church and halls. Such exercises are increasingly valuable as the cost of running the estate grows, and also in terms of team-building and wholeness.

33. We are pleased that the screen dividing the church from the main hall has been totally refurbished with the hall side now covered and painted in varied shades of blue. This year the largest expenditure by this sub-Committee was repairs to the roof after the extremely wet weather we had last winter. Luckily for S^t Andrew's the congregation willingly contributed to our appeal for this repair so it cost general church funds very little. The drains also suffered from the weather and our low-lying position by the Roxbourne stream, and have flooded a couple of times. More may need to be done here. Community Payback continued to come here every Monday: numbers have ranged from 4 to 10. They have painted all rooms in the Youth Centre except the Lounge and it is looking far better now. They have kept the field and all our outside areas neat and tidy, cutting grass, removing weeds and cutting back trees overhanging the car park and the Youth Centre.

34. We were very pleased that, at the end of the year, we were in a position to order new curtains for the hall windows and also on the stage – although some further preparatory work needs to be done before the latter can be installed.

35. A louvre in the belfry became loose and looked as though it could fall out so it has been repaired and replaced in its correct position thanks to Andrew Watts, Paul Hart and Keith Nicholls. Paul and Keith also worked hard in December putting up an impressive display of fairy lights in the Church garden and along the entrance-drive.

36. Otherwise we have endeavoured to keep on top of the general maintenance as the buildings and all fittings are getting older. Toilets and pipes have been repaired and replaced, lights and heaters fixed along with gates and fences mended. Work is never finished for this sub-committee with a large site and constant use of our halls, rooms and grounds. We try hard to keep up with the repairs and appreciate church members' and other users' patience and support when some of these tasks are difficult to resolve.

Stewardship

37. Planned giving remains the bed-rock of our church's finances. This affords predictable income, further boosted by tax refund on that which is given under Gift Aid by those liable to income tax or capital gains tax. In the spring, we invited everyone to review sacrificially their time, talents and financial giving. 73% of our Stewardship scheme members Gift Aid their contributions, but membership of our Stewardship scheme remained static at 73.

38. While we appreciate difficulties for some who are on small, fixed incomes, and of those whose other family members may be less sympathetic to the Church, we continue to ask all our members to give proper priority to their giving against other commitments (rather than leave it to a residual, "spare change" basis.) The Church of England's long-standing policy is to encourage its members to take the issue of Stewardship seriously by recommending personal financial giving to and through the church of 5% of income, net of tax and national insurance. For some, such a proportion may be difficult to afford; for others – perhaps at a different stage of life – 5% could still leave them with more than they need. So this must remain a matter for individuals' consciences; but, put simply, Stewardship is just too important not to consider regularly, carefully and prayerfully. And the challenge remains of how we can attempt to respond to the love of God in redeeming the world through the gift and death of his only Son. We continue to make available, for Sunday collections, Gift Aid envelopes for visitors and others who, prefer to donate in this way. It would be more efficient and less burdensome for Peter Dowse, our Stewardship Recorder, however, if everyone paid their Stewardship by standing order. The PCC is extremely grateful to Peter for the vast amount of detailed work he does as Stewardship Recorder and tax-reclaim officer and for the regular paying-in of cash into our bank account.

39. We have considerable talents in our congregation and church members are encouraged to use these talents to the benefit of our church. Contributions of both time and talents have been greatly valued during 2014, especially as we have been able to reduce some or expenses. Our current financial situation makes the promotion of Stewardship essential.

40. Thought has been given as to how best we might encourage members to consider leaving a bequest to the Church or other charitable causes through their wills; Peter Sage has been appointed as our Legacy Officer. This is a sensitive area, but it provides an important potential source of income which many churches increasingly benefit from - and it is also perhaps salutary to note that just the value of a four-bedroom house in the Parish brings one's estate well over the threshold of a single person's inheritance-tax liability. It may also prove a helpful way of giving for those unable to meet the "5% challenge" (see paragraph 38 above) during their lifetime.

41. Stewardship is not of course just financial: equally important are the planned giving to God of time and talents - and, indeed, more widely in acting as Stewards of God's Kingdom. We also continue to be accredited as a "Fair Trade Church." As such, we are committed to using Fairtrade® tea and coffee at all church-hosted refreshments, and charged with encouraging greater use of Fairtrade® products.

Social Committee

42. During 2014 the Social Committee organised a variety of events for the congregation and the wider community. The aim was to have a range of fun activities and if possible make some profit for the Church. Events included:

- a Valentine's Social where lots of people danced to the excellent music of the Logos.
- a new venture: a Murder, Mystery Evening where the audience had to determine who the murderer was, having been given a series of clues - and no, it wasn't the Vicar!
- In July there was another very successful Hog Roast, with over 140 people attending. With fine weather, delicious food and serenaded by an excellent jazz band, a good time was had by all.
- shared lunches In September for Harvest Festival and again in November to celebrate our Patronal Festival and welcome back for the day Father Mike and Frances Edson.

Missionary and Charities

43. We encourage church members to take individual responsibility and ownership for giving to missions and other good causes of their choice, so that as a church we can devote what resources we have to local mission. However, we continue to promote seasonal appeals during Lent, at Harvest and Christmas. In 2014 this resulted in collections for Children in Syria and Sudan through *Unicef* in Lent of £874.93; at Harvest – for *Water Aid* - of

£1014.99; and at Christmas through our Crib Collection – for thermal suits for Syrian babies, also thorough *Unicef* – of £657.41. (NB: these sums include tax refunds through Gift Aid, but may increase further for the Christmas Crib appeal.) Our harvest giving also included quite a lot of tinned and dried goods which were donated to the Harrow Food Bank, as well as fresh produce which was much appreciated by some of our older people to whom it was subsequently given.

44. Also appropriate to record here are: the £992.34 (just a little higher than in 2013) collection from the parish for Christian Aid, for which we were grateful to Joyce Nickolay for organising; and some 74 shoe-boxes which Church members donated to the *Samaritan's Purse* Christmas Appeal; as well as the support given by individual Church members as box-holders to the Leprosy Mission (£781) and The Children's Society and for whom, respectively, Len Gray and Robert Crowhurst (helped by Dorothy Dowse) serve as hon. local secretaries and are always ready to welcome new subscribers. Finally, we are grateful to those who donated used postage stamps: these were forwarded to S^t Luke's Hospice for whom they help raise much-needed funds (of, from all sources, about £10,000 a year.)

Reducing our Environmental Impact

45. The Eco Warriors Working party has continued to be active with four meetings over the year, mindful of seasonal changes and meeting in the spring, summer, autumn and winter. Ways of improving the environmental credentials of the Church are researched, and discussed at the meetings, and the PCC advised of any findings or suggestions. Some litter picking has been done in the field and by the stream, and a variety of flowers enticed some bumblebees successfully in the summer. Autumn bulbs have been planted and daffodils are already in evidence. The Eco tips in *Star Link* continue, and the notice board in the hall lobby is updated from time to time with topical environmental issues.

Communications

46. Our two main methods of communication with the Parish are: a card delivered to every household (Easter, autumn, and Christmas); and our website. It is very encouraging when someone who is not a Church member attends an event having seen it publicised on one of our cards. However, it is difficult to measure precisely the cost effectiveness of this medium across the Parish. The sub-Committee is especially grateful to Maureen Pattison and the distribution team for all the effort they apply to ensure the cards are delivered in a timely manner.

47. Our website is being increasingly used, inasmuch as the average number of times any page has been accessed has increased from 11,500 per month in 2013, to 17,500 in 2014. Maximum usage occurs in the winter months (especially around Christmas) when the monthly figure rises to over 20,000. Our website is obviously an important method of communication, and we hope Church members will endeavour to provide more articles and pictures to enhance its relevance and attractiveness. The sub-Committee has been working to improve 'local' advertising through the introduction of a new noticeboard in the carpark and a photo display board of the Church management team in Church. As of the end of the year the noticeboard project was delayed pending clarification of the expected updating of Diocesan faculty requirements, but should be in place by the middle of 2015.

48. Our weekly parish bulletin, STARLINK has been re-formatted to give the Sunday Collects and the Readings references and continues to keep members up-to-date with topical notices and future events, as well as a comprehensive list of items for prayer. It is also published on our website.

GENERAL WORK OF THE CHURCH

49. During the year we continued to welcome people joining the fellowship of St Andrew's and we are happy to report that a number of new worshippers have joined us. Less happily we have had to say farewell to people leaving and, more sadly still, those who have died and are listed in our Memorial Books.

Worship and Services

50. The main Sunday service continues to be the 9.45am Parish Communion. On the first Sunday of each month, a specific healing ministry is included within the 8.00 am and Parish Communion services with special prayers, laying on of hands and anointing with oil for individuals, during the Communion. We are grateful to those who exercise this important Ministry, and to our teams of lay Communion Administrators (whose authorisations are periodically given by the Bishop), lesson-readers and intercessors.

51. However, the weekly 8.00am Sunday and 9.30am Wednesday Communion services are also of importance, especially to the small but dedicated number of regular worshippers who come to them. Similarly, the 6.30pm Sunday monthly Choral Evensong is clearly valued by its adherents.

52. F^r Lyndon encourages the congregation to come together in prayer. Following the growth in numbers of those meeting for Morning Prayer every weekday, evening prayer sessions are now held on Mondays to Thursdays. The Barnabas Fellowship meets at 8.30am on Saturdays for prayer (at which prayers are offered for every person and cause sought for on our prayer board) and to study the Sunday readings; attendance is very limited, but it marks an important occasion of regular prayer for the Parish. Another group meets each Sunday for prayer in the Lady Chapel before the Parish Communion. More support for each of these would be valuable - we are all part of the Church universal. Prayer is the life-blood of the Church, underpinning all our life and ministry, and these opportunities also give a useful break from the routine of life's day-to-day pressures. Mention must also be made of the weekly "Exploring Christianity" sessions held each Sunday after the Parish Communion service for discussion and teaching of basic issues of faith. Other occasional seasonal worship events were also held, such as Stations of the Cross during Lent. F^r Lyndon also led two Retreats during the year.

53. The Vicar and David Alleyne, our lay Pastoral Assistant, take home Communion as need arises, as Len Gray is also authorised to do. This is a crucial Ministry to those who are ill or otherwise disabled from coming to church.

54. We are privileged to serve all people in the Parish, whether Church members or not, at the fundamental stages of their lives. During the year, 3 baptisms, 4 weddings, and 6 funerals were conducted in the church (many other funerals were also taken at the crematorium or cemetery.) Importantly, 5 of our members were also Confirmed by the Bishop in our Church in June.

55. As last year our efforts our wider bereavement care concentrated round two events and we are grateful to Pam Storey and Peter Sage for carrying out this ministry. The Annual All Souls' Service again took place in the 9.45 am Parish Communion service and was well attended and much appreciated by all who came. The timing of this Service allows all members of our Congregation to participate. Secondly, the Lights of Life Tree again proved to be extremely popular and is beautifully organised by Peter and Georgina Sage. Many people both from our congregation and outside are able to remember their loved ones with dignity at Christmas.

56. The Vicar also continues to maintain and strengthen our links with local schools: students from four schools in the parish visited the church in 2014, and F^r Lyndon has taken assemblies at Heathlands, Newton Farm, Alexandra and Roxbourne schools. We were again privileged to welcome students and staff from some of the schools for Carol and Christingle services in December.

57. Four House-groups have met throughout 2014, with a total membership of around 30. The Lent programme saw the establishment of a new group led by Sue McLeod and Paul Hart, which has continued to meet regularly. Lent is traditionally a time when more people join a House-group, so we hope to see further expansion after our Lent Programme in 2015. Each House-group studies a wide variety of different topics, often with the use of Study Guides, and frequently focusing on particular books of the Bible. There is also a time of prayer at each meeting. During Lent 2014 all the Groups used the same study material, based on the feature film *Chocolat*, and this produced lively and engaging discussion on a range of faith issues.

58. Looking to the future, we are planning for the House-groups to take more of a role as a group to support the activities of S^t Andrew's. For example, the Vicar is encouraging each group to host a lunch for newcomers to S^t Andrew's. In future we also seek to form a prayer 'chain' based (in the first instance) on the house-group members. House groups present an ideal opportunity for people to meet together to explore our faith. We pray that God will bless us with continued expansion.

59. Some of the congregation subscribe to Bible-reading notes, and we are grateful to Barbara Wood for organising and delivering these.

60. We continue to host the local Korean Church at S^t Andrew's – and were once again very pleased that they took part in our Christmas Carol Service with their own splendidly-sung item. Such strengthening of relations when suitable opportunities will be of great mutual benefit and we have been pleased that some members of the Korean Church have from time to time joined us for coffee after the Parish Communion service.

Working with Young People

Sunday School

61. In October Barbara North took over the organisation of the Sunday School from Gill Moore. Gill and her team Brenda Udall, Jean Murch and Sue Jull have done an amazing job keeping the Sunday School going over many years and affecting the lives of many children as they share the Christian faith.

62. There are currently two Sunday school groups. The first caters for children from about 2½ - 11 years and currently has 13 children on the register with an average weekly number of 6-7; it runs as one group but subdivides when appropriate to meet the needs of the very wide age group. New teaching material which is designed to do this is being used. The second group is for teenagers aged 12-16 years: this has been under the leadership of Kulan Mills, David Alleyne and Barbara North, and we are again very grateful for all the work they put in. Since September our volunteer Youth Worker Michael Wileman, has joined the team - his input has been greatly appreciated. Following the movement of some of our young people to university this group has diminished and we are looking for new ways to develop this group (decreasing numbers is also a problem for the 9-11 age group.)

63. Currently some exciting ways of developing the work of the Sunday School are being explored and it is planned to have everyone together at the beginning of the session for a variety of activities before splitting off to go to their respective groups to learn about the Christian faith. New helpers are eagerly sought, and the new style activities will involve more setting up so if anyone would like to help in any way please speak to Barbara or Gill. Most importantly your prayerful support is valued as we try to engage more with the local community through our Sunday School.

Messy Church

64. Working with young children and teenagers is a challenging calling and we at S^t Andrew's need to respond and develop our ministry to them. An important area of our work is hosting *Messy Church*, led by Gill Moore. Messy Church provides an opportunity for people of all ages to worship together, have fun and be creative together and to introduce Jesus through friendship, hospitality and worship. We meet every two months on a Saturday morning. Children must attend with an adult, and they participate in a wide variety of activities, followed by a short act of worship and then have lunch together. Each session has a theme, which is bible linked. The themes for 2014 were; Journeys; Easter; Feeding of the 5,000; Harvest; and Christmas and we have had up to 50 children plus adults attending. Additionally a very successful 'Super Heroes and Heroines' party was held on October 31st: this was attended by 60 children, dressed as a variety of super heroes and heroines.

Youth Club

65. S^t Andrew's Youth Club started in May 2014. It meets every Friday evening in the Youth Centre, for children aged between 11-16 years: on the first Friday there were 15 young people, following F^r Lyndon's visits to local schools to let them know about the Club, and outing up our banners. By the summer typical attendance was 55 with at least a hundred on the books.

66. The Club offers a range of activities including pool, table-tennis, table football, X-box, football and basketball. We also offer cooking activities, crafts, and a tuck shop. From time to time visitors share their skills with us, eg: drumming, Ultimate Frisbee and card making. The church field is a valuable asset as playing football is the main occupation when the field is dry and accounts for the highest numbers of young people. Basketball in the car park is the winter alternative.

67. The most important aspect is to provide a safe place for the young people to meet with adults they can trust. There are 15 volunteer helpers working on a rota basis with 6 on duty each week. We are very fortunate to have Michael Wileman, a young volunteer Youth Worker, to help us every week in Youth Club and also on Sundays. However there is always a need for new volunteers.

68. The Club's vision is not only to provide a safe place for the young people but also to share God's love with them through our actions and words and through building up relationships with them which we are beginning to do. It is hoped gradually to integrate those who are interested into the life of the church through helping them to discover a faith in God. One way in which to do this is by inviting some of them to join us for our bi-monthly meeting of the church's teenagers in the vicarage. This is a small group of 6-8 who meet to build up friendships, discuss the Christian faith and to have fun. Two new young people were able to be invited to this just before Christmas.

69. With the success of the Youth Club it is planned to start a club for younger children aged 7-11 years. This will also be on a Friday and will meet between 5.00 - 6.30pm in the Youth Centre. In addition there is the exciting very real possibility of working with *Ignite*, a local Christian organisation working with young people, who would like to help us.

70. A big thank-you is due to all who volunteer week after week to support Youth Club. It is incredibly valuable work in our community, and everyone's prayers for God's wisdom and guidance are sought and appreciated.

71. We are very pleased to host the continued flourishing of the Monday evening Brownie and Rainbow Group, and of the Beaver, Cub-Scout and Scout Group (and with whose leaders our relations continue more strongly than for some time.) It was encouraging when so many of their members joined us for the Remembrance Sunday service and again, a week or so later, for our Christmas Bazaar.

The Choir, Organists and Servers

72. Disappointingly, it has not so far proved possible to re-form the Junior Choir. Nor has it been able to establish a music group, although a number of instrumentalists came together to support our All-Together services on a number of Sundays. And a group has been established for learning to play the guitar. Offering accessible, good-quality music and being inclusive are important aspects of the ministry within the fundamental role of leading the congregation in the musical worship of Almighty God. Some of our adult members have welcomed the opportunities to join with others in singing in the Deanery Choirs' Festival at S^t Mary's Harrow-on-the-Hill in October. The informal partnership with S^t Mary's Church choir, South Ruislip, for our monthly Evensong services, for each other's Carol Services and occasional other services has continued; other singers also joined us to form a larger augmented choir for our Christmas Carol Service.

73. The PCC and S^t Andrew's more generally continues to be grateful to Alan Heyes as our dedicated and very experienced Organist. We are very fortunate to have him - and also John Chamberlain deputising on the organ, or Len Gray on the piano, in Alan's absence.

74. We are also grateful to Malcolm Blanch our Sacristan and also David Alleyne, our Head Server, and their team, many of whom are teenagers, for their continued faithful ministry - and we value the return of those now at university when back home. Some new members have been welcomed during 2014, but there is always room for more.

Church Social Life

75. Hospitality and fellowship are very important aspects of Christian ministry and accordingly we are keen to attract more participation in the post-9.45am coffee session. This continues to be more user-friendly than before with smaller tables and chairs being set out for people to sit and chat, and we are welcoming more of the congregation on a regular basis. This is a very important time for welcoming and getting-to-know newcomers and everyone should be prepared to greet people who may have never been to church before and are understandably not fully at ease. We remain grateful to Georgina Sage for organising the coffee-rotas, and those who help: again, more volunteers are eagerly sought. Our thanks too for the generous gift of a coffee filter machine which provides quality coffee, and to those who periodically donate cakes or upmarket biscuits.

76. In similar vein, the PCC records its sincere thanks to those who organised the bring-and-share lunch after the Harvest Festival service, and on several other occasions. Likewise, the mulled-wine, mince pies and sausage rolls proved once again to be a very popular concluding note to our Christmas Carol Service.

77. During 2014 the Middlesex Mountaineers (led and orientated by Martin Wise) risked assorted hazards, dangers, mountains and wild-life to venture into three areas. January saw a very local walk around the Ruislip Lido area. In April the group ventured over to Finsbury Park and walked to Muswell Hill, using the Parkland walk which once was the site of a railway line. The Spriggin was seen by everyone during the walk and made for a talking point at the Group's lunch point, which was a church that had been converted into a public house. October saw the group venture from Chalfont to Chorleywood. As with previous walks, no members were lost and all survived the terrains set before them. The use of local establishments to the walking areas (inns) enabled bonding within the group and a boost to the economy in these difficult times.

78. Not to be forgotten are the Sunday Lunch Club, which meets monthly for a meal at a local pub; and the weekly Tuesday men's lunch-club. These are purely social but help strengthen the bonds of fellowship and allow friendly, good-value eating and drinking for those wanting a hot meal but not preparing and cooking one!

Wider Outreach to the Community

79. Our premises continue to be used extensively by Church groups, the Uniformed Organisations and outside lets - some of which (such as the S^t Andrew's Pre-School) were started many years ago by the Church. This is a powerful expression of the place S^t Andrew's holds in the wider community: clearly there is much potential on which to build, despite the large demographic changes of Roxbourne over the years.

80. All of the groups that meet on our site, whether run by church members or not, give opportunities for us to introduce new people to S^t Andrew's. We continue to be there for everybody's needs and are very pleased to host meeting space for the local Alcoholics Anonymous group.

81. We were pleased to provide the venue once more for our Uniformed Organisations to put on a first-class bonfire and fireworks display on November 5th while the Church's Christmas Market was once again held a fortnight or so later when there was a variety of stalls and games being available, Father Christmas in his grotto: a lot of hard work had gone into making attractive sale items through a number of craft evenings. The PCC

would like to thank Gill Moore (and friends), as well as all those who helped run stalls, set up and clear away, for making this event so successful and rewarding.

82. S^t Andrew's welcomed back in October the Caldicot Welsh Male Voice Choir in October who delighted many with a rousing performance of traditional and new songs. The event raised £473 for St Luke's Hospice (whose Chief Executive Officer came later that month to preach at our main service and set out some of the Hospice's priorities, challenges, and mission.)

83. Star Friends continues to thrive and there are regularly between 25 and 30 people attending each week for a varied programme of quizzes, bingo, speakers and Club afternoons. Highlights included:

- the Police, who came as part of their Senior Citizens' week;
- the Fire Brigade who followed their visit with safety inspections at home, providing smoke alarms and giving general safety advice to our Club members;
- a talk about cheese and finished the afternoon with an interesting tasting session;
- the Singing Paramedic, who visited the club twice and proved to be very popular afternoons;
- various lunches and teas, including catering for our 9th Birthday at the beginning of January when a full roast beef lunch was served to the Club members;
- outings to the Cotswolds, taking in Moreton-in-Marsh market, and a glorious day spent in Eastbourne when the sun shone all day;
- a wonderful guided visit to the *Blood Swept Lands and Seas of Red* poppy display at the Tower of London;
- at Christmas time, a small group of the ladies enjoyed a production of Snow White at the Beck Theatre and, on another day, a Christmas party with a short informal service in the Church.

Sincere thanks are expressed to Pam Storey and her really dedicated team of helpers who all work hard. We are grateful for the support we receive from F^r Lyndon and also for the interest shown by Church members. However, the most rewarding part for the helpers of the Club is the very genuine care and concern shown by the members to each other and to the leadership team.

84. F^r Lyndon has continued to engage stimulating speakers for the occasional and well-attended *Christians in Science* lectures. A further similar group, *Agnostics Anonymous*, has now also been formed. He has also attended meetings of the local *Churches Together in South Harrow*. We participated in the *Women's World Day of Prayer* in March. Such ecumenical events provide invaluable opportunities for wider fellowship, shared experiences and outreach, as well as ensuring we make our rightful contribution in wider Deanery (and Diocesan) initiatives. David Alleyne is an active worker in the ongoing *Healing on the Streets* project. A link from our own website to www.connectingsouthharrow.org provides an easy means for keeping in touch with the group's activities.

IN CONCLUSION

85. This brief overview of what has been another busy, exciting and challenging year would not be complete without thanking all who have contributed in any way whatsoever to the well-being of S^t Andrew's. We can only succeed in our mission and purpose through the prayerful support of all, and the active involvement by the "fit and able." The more jobs we do ourselves by exercising proper stewardship of our individual time and talents - and for those which we can't do ourselves, by exercising proper stewardship of our money - the freer we shall be to play our proper role in extending the Kingdom of God in Roxbourne. We must all play our part in this, and in making visitors, newcomers - and our new incumbent and family - feel at home.

86. And as well as those mentioned elsewhere in this report, the PCC would like to record its thanks in particular to:

Joyce Nickolay, the PCC's Electoral Roll Officer;
as well as Mrs Sue Barnard, Vicar's secretary.

NOTES

1. The normal address for external correspondence to the PCC is:
c/o The Vicarage, 89 Malvern Avenue, Harrow, Middlesex, HA2 9ER
and marked as appropriate for the attention of the PCC Chairman, Secretary or Treasurer.
2. The PCC's bankers are: HSBC plc, 69 Pall Mall, London SW1Y 5EY.
3. The Independent Examiner of the PCC's accounts is: Mr Martyn Verity, 14 Lynton Avenue, London W13 0EB, who succeeded Miss Karen Stovold in December, 2014

PCC MEMBERS, 2014

Vicar (*Chairman*) and *ex officio*

Rev^d Lyndon North

As Churchwarden and *ex officio*

Mr Robert Crowhurst¹ (*Vice Chairman*)
Mrs Susan McLeod²

As Deanery Synod Representative and *ex officio*

Mr Leonard Gray
Mrs Susan Jull (*from May, 2014*)
Mrs Susan McLeod (*from May, 2014*)
Mrs Enid Scott-Kerr (*until May, 2014*)

As Directly Elected Member

Mrs Kemi Aina
Mrs Diane Bidder (*until April, 2014*)
Mr John Chamberlain
Mrs Wendy Godwin²
Mrs Jane Hall
Mr Paul Hart (*from April, 2014*)
Mrs Susan Jull (*until April, 2014*)
Mrs Gillian Moore
Mr Keith Nicholls
Mrs Joyce Nickolay
Mrs Andrea Rose
Mr Gary Williams (*co-opted April, 2014*)
Mr Martin Wise
Mrs Helen Woods (*from April, 2014*)

STANDING COMMITTEE

The Vicar and Churchwardens are members *ex officio* of the Standing Committee. Mrs Godwin (as Treasurer), Mrs Jull and Mr Nicholls served on the Committee throughout the year; Mrs Woods (as Secretary) also served from April 2014.

¹ Robert Crowhurst was also a member of the Diocesan Synod during the whole of the year.

² Wendy Godwin was Treasurer to the PCC throughout 2014

Parochial Church Council

St. Andrew's, Roxbourne

Registered Charity Number 1131727

ACCOUNTS FOR THE YEAR 2014

Page No.	Content
1	PCC Treasurer's Notes to the Financial Statements
2	Statement of Financial Activities This shows a summary of the year's income and expenditure
3	Balance Sheet as at 31 December 2014 This shows the assets and liabilities at the end of the year and the position of funds, both restricted and unrestricted
4	Notes to the Financial Statements This sets out the accounting policies followed.
5	This shows, under different sub-headings, breakdown of income for the year.
6	This shows, under different sub-headings, breakdown of expenditure for the year.
7	This shows further notes and explanations, and balance sheet analysis.
8	Notes and explanations continued
9	Independent Examiner's Report to the PCC

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

Financial Review

Total receipts on ordinary unrestricted funds were £146,419 and these are detailed in the financial statements. Lettings provided a gross income of £80,676, including £65,839 from the Halls.

£125,355 was spent to provide Christian Ministry, including our contribution of £58,431 to the Diocesan parish share, which largely provides stipends and housing for the clergy. The net result for the year was a total surplus of £20,183.

There was a huge decrease in gas charges due to the new heating controls and the relatively mild autumn and winter. Electricity and telephone have also decreased slightly after negotiating new contracts. Despite the events of this year, there has been a significant increase in hall rentals and we received £9,682 in flat rental, whereas the flat was empty for 8 months in 2013 and during that time we also had to pay council tax and heating charges.

Despite our renewal campaign early in 2014, Stewardship and cash collections have remained almost the same.

Unrestricted Reserves are showing a balance of £51,673.

Reserves Policy

This Reserve Policy relates only to our unrestricted reserves. Balances held in our bank accounts including those at the Central Board of Finance represent both restricted and unrestricted balances.

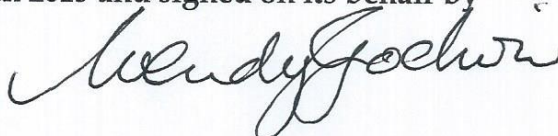
It has been PCC Policy to maintain a balance on unrestricted reserves amounting to approximately three months average expenditure excluding our contribution to the Common Fund.

Risk Policy

Insurable risks are covered by our comprehensive insurance policy with the Ecclesiastical Insurance Company. The buildings (except the Vicarage which is not the PCC's responsibility) are now insured for £4,792,160 and the contents for £292,455

The church has a Church Safeguarding Officer and a Children's Champion and secures the necessary DSB clearances on those working with children and vulnerable adults.

Approved by the PCC on 12 March 2015 and signed on its behalf by
Wendy Godwin, Hon Treasurer.



PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2014

	Note	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
INCOMING RESOURCES					
Voluntary Income	2a	58,935	2,790	61,725	69,566
Activities for Generating Funds	2b	82,838	1,415	84,253	51,717
Income from Investments	2c	84	22	106	122
Income from Church Activities	2d	4,562	-	4,562	1,401
TOTAL INCOMING RESOURCES		<u>146,419</u>	<u>4,227</u>	<u>150,646</u>	<u>122,806</u>
RESOURCES USED					
Church Activities					
Grants	3a	-	3,118	3,118	3,061
Activities relating to the work of the church	3b	95,228	1,048	96,276	100,473
Church Management & Administration	3c	4,826	-	4,826	4,806
Exceptional & Non-annually recurring costs	3d	24,881	-	24,881	32,384
Cost of Generating Funds	3e	120	942	1,062	397
Governance Costs	3f	300	-	300	300
TOTAL RESOURCES USED		<u>125,355</u>	<u>5,108</u>	<u>130,463</u>	<u>141,421</u>
NET INCOMING/(OUTGOING) RESOURCES		21,064	(881)	20,183	(18,615)
NET MOVEMENT IN FUNDS		<u>21,064</u>	<u>(881)</u>	<u>20,183</u>	<u>(18,615)</u>
BALANCES B/F at 1 JANUARY 2014		30,609	4,907	35,516	54,131
BALANCES C/F at 31 DECEMBER 2014		<u>51,673</u>	<u>4,026</u>	<u>55,699</u>	<u>35,516</u>

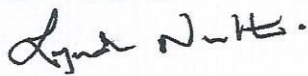
Notes on pages 4-8 form part of these accounts.


PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE
BALANCE SHEET
AS AT 31 DECEMBER 2014

	Note	2014 £	2013 £
FIXED ASSETS			
Youth Centre & Field	1	13,014	13,014
CURRENT ASSETS			
Debtors	5	13,288	15,126
Deposits - CBF		21,251	21,144
Bank - Main Account		19,942	4,333
Bank - Stewardship Account		2,837	3,414
Cash in Hand		-	27
		<u>57,318</u>	<u>44,044</u>
CURRENT LIABILITIES			
Sundry Creditors	6	2,907	7,013
Charitable Payments Creditor		363	66
Flat Security Deposit	7	-	-
Loan from Diocese of London	8	11,363	14,463
		<u>14,633</u>	<u>21,542</u>
NET CURRENT ASSETS		42,685	22,502
TOTAL NET ASSETS		<u>55,699</u>	<u>35,516</u>
FUNDS			
Restricted			
Missions & Charities	10	-	-
Roses Fund	10	57	16
Organ Fund	10	3,969	4,891
		<u>4,026</u>	<u>4,907</u>
Unrestricted			
Legacy Fund	11	15,898	15,898
Diamond Jubilee Fund	11	65	7,663
General Reserve	11	35,710	7,048
		<u>51,673</u>	<u>30,609</u>
TOTAL FUNDS		<u>55,699</u>	<u>35,516</u>

Notes on pages 4-8 form part of these accounts.

These accounts were approved at the PCC meeting held on 12 March 2015


Chairman


Hon Treasurer

1 ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Incoming resources

Incoming resources are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the benefit of use of the resources;
2. their ultimate receipt is virtually certain; and
3. the monetary value can be measured with sufficient reliability.

Funds raised from events are reported gross in the SOFA.

Grants, donations and legacies are included in the SOFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Rental income from the letting of church premises is recognised when the rental is due. (See note below.)

Investment income is accounted for when receivable.

The value of any voluntary help is not included in the accounts but described in the annual report.

Expenditure and Liabilities

Liabilities are recognised as soon as the legal or constructive obligation arises.

Governance costs include the cost of the examination of the statutory accounts.

Grants and donations are recognised when a commitment has been made externally and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC.

Assets

Consecrated and benefice property of any kind is excluded from the financial statements by Sections 10(2) (a) and (c) of the Charities Act 2011. All expenditure on such property, whether improvement or maintenance, is written off in the year it is incurred.

The movable church furnishings are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

No value is placed on any movable church furnishings that cannot be disposed of without a faculty, and which are regarded as "inalienable" property held on special trust on behalf of the PCC, and forming part of the consecrated property excluded from the financial statements by the Charities Act 2011.

Other tangible fixed assets used within the church premises are capitalised if they can be used for more than one year and cost at least £5,000. They are otherwise written off in the year of acquisition. The youth centre and field are included as functional assets of the PCC at a value of £13,014, being the historic cost at acquisition. The residual value of the land is deemed higher than the cost and thus no depreciation charge is made.

Rental Income

St Andrew's receives rental income from a property on the site. The property is deemed to be owned by the London Diocesan Fund along with the associated halls, although this is not absolutely clear. The building was considered an integral part of the church, with access from the church to the property existing internally. The building was historically used for caretakers. In more recent years the property, which is adjoined/linked to the church has been rented out. The rental income is disclosed in the accounts. The value of the asset has not been recorded within the accounts at either historical cost nor as a revaluation. The historical value is uncertain and considered immaterial as it was built in the 1950s when the entire land site was valued at £1,100. St Andrew's insures the building as part of the over premiums paid and the overall insurance value is considered to be £4,792,160.

Funds

Unrestricted funds represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use, or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the Annual Report.

Restricted funds are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

2 INCOMING RESOURCES	Note	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
2a Voluntary Income					
Communion & General		5,768	-	5,768	5,817
Pledges & Stewardship		39,216	-	39,216	39,673
Tax Refund (Stewardship)		7,295	-	7,295	7,670
Harvest Offering - Wateraid		-	1,015	1,015	493
Christmas appeal Thermal suits Syria Unicef		-	697	697	445
Lent offering Children Syria and Sudan Unicef		-	875	875	716
Other - various		-	58	58	1,057
Diamond Jubilee Fund Donations		4,080	-	4,080	11,729
Donations		2,576	145	2,721	1,966
		<u>58,935</u>	<u>2,790</u>	<u>61,725</u>	<u>69,566</u>
2b Activities for Generating Funds					
Choir Concert for St Luke's		-	1,415	1,415	-
Christmas Bazaar		2,162	-	2,162	2,181
Flat rent		14,837	-	14,837	5,815
Halls rental		65,839	-	65,839	43,721
		<u>82,838</u>	<u>1,415</u>	<u>84,253</u>	<u>51,717</u>
2c Investment Income					
Legacy Fund		-	-	-	50
General Reserve		84	-	84	27
Organ Fund		-	22	22	44
Interest on Current Account		-	-	-	1
		<u>84</u>	<u>22</u>	<u>106</u>	<u>122</u>
2d Income from Church Activities					
Junior Church & Youth		819	-	819	-
Baptisms, Weddings & Funerals		3,743	-	3,743	1,401
		<u>4,562</u>	<u>-</u>	<u>4,562</u>	<u>1,401</u>
TOTAL INCOMING RESOURCES		<u>146,419</u>	<u>4,227</u>	<u>150,645</u>	<u>122,806</u>

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2014

3 RESOURCES USED	Note	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
3a Grants					
Missions & Charities	4	-	3,118	3,118	2,711
Vicar's Discretionary Fund			-	-	350
		-	3,118	3,118	3,061
3b Activities relating to the work of the church					
Services & Sanctuary		1,591	-	1,591	1,366
Junior Church & Youth		1,166	-	1,166	165
Diocesan Quota		58,431	-	58,431	58,431
Fees		1,578	-	1,578	340
Clergy Expenses		1,332	-	1,332	924
Choir & Organists		2,792	-	2,792	2,712
Gas		2,779	-	2,779	8,436
Electricity		4,734	-	4,734	4,947
Water		1,364	-	1,364	791
Telephones		848	-	848	957
Waste Collection		803	-	803	824
Council Tax		-	-	-	954
Insurance	9	922	-	922	4,245
Maintenance		6,104	944	7,048	5,437
Roses/Garden		-	104	104	222
Caretaking		9,727	-	9,727	8,232
Cleaning Materials		1,057	-	1,057	1,490
		95,228	1,048	96,277	100,473
3c Church Management & Administration					
Secretary		3,020	-	3,020	3,020
Office & Publications		1,806	-	1,806	1,652
Training, Seminars and Retreats		-	-	-	134
		4,826	-	4,826	4,806
3d Exceptional & Non-annually recurring costs					
Printers/Gifts		-	-	-	506
Roofing		1,896	-	1,896	-
Flat - Roofing & Refurbishment		-	-	-	21,882
Flat & Halls rental written off	13	11,427	-	11,427	-
Heating & Boiler Controls Refurbishment		-	-	-	4,212
Hall Curtains and chairs		11,558	-	11,558	5,784
		24,881	-	24,882	32,384
3e Cost of Generating Funds					
Choir Concert expenses		-	942	942	-
Diamond Jubilee event expenses		120	-	120	190
Christmas Bazaar		-	-	-	207
		120	942	120	397
3f Governance Costs					
Professional Fees - Ind Examiner fee		300	-	300	300
TOTAL RESOURCES USED		125,355	5,108	129,523	141,421

4 Missions & Charities	2014	2013
	£	£
Paid during the year:		
Lent appeal	(875)	(716)
Christmas appeal	(697)	(445)
Harvest appeal	(1,015)	(493)
McMillan Cancer support	(58)	(700)
Phillipines appeal	-	(357)
St Lukes Hospice	(473)	-
Total	(3,118)	(2,711)

5 Debtors	2014	2013
	£	£
Flat Rental	-	2,689
Halls Rental	9,001	10,090
Tax Refunds Due on Gift Aid Donations	3,966	1,725
Sundry Debtors	321	622
	13,289	15,126

6 Creditors	2014	2013
	£	£
Prepaid halls rental/deposits	1,472	1,435
Sundry expense accruals	1,435	5,578
	2,907	7,013

7 Flat Rental Deposit

A deposit of £500 was paid over to the Deposit Protection Service in respect of the rental agreement put in place for the church flat during 2013. In view of the circumstances described in Note 13, steps are being taken to establish whether St Andrew's may be able to recover this balance.

8 Loan from Diocese of London

A loan was taken out with the Diocese of London Diocesan in January 2014, to assist with the funding of maintenance works during 2013. The terms allow for repayment of the loan over a period of 5 years. No interest is charged on the balance outstanding.

9 2014 Insurance Charge

During recent years the Church has moved from paying the annual insurance premium in one installment to paying monthly. Historically and for consistency purposes the insurance charge was expensed when paid. As a result of the recent changes the matter has been reviewed. It is considered appropriate that moving forward the Church will match the insurance charge to the period to which it relates rather than when payments are made. Thus in the current year there is a variation with this expense heading. As the amount involved would not mislead the reader a prior year adjustment is not considered necessary.

10 Restricted Funds	B/F at 1 January 2014	Income	Expenditure	C/F at 31 December 2014
	£	£	£	£
Missions & Charities	-	4,060	(4,060)	(0)
Roses Fund	16	145	(104)	57
Organ fund	4,891	22	(944)	3,969
	4,907	4,227	(5,108)	4,026

The Missions & Charities Fund represents donations for missionary and charitable giving.

The Roses Fund represents donations towards expenditure on the Church roses and gardens.

The Organ Fund represents donations and income to be used towards expenditure on the Church organ.

11 Unrestricted Funds	B/F at 1 January 2014	Income	Expenditure	C/F at 31 December 2014
	£	£	£	£
Legacy Fund	15,898	-	-	15,898
Diamond Jubilee Fund	7,663	4,080	(11,678)	65
General Fund	7,048	142,339	(113,677)	35,710
	30,609	146,419	(125,355)	51,673

The Legacy Fund represents funds designated towards a range of large buildings projects and specific, everyday running expenses.

The Diamond Jubilee Fund represents funds designated towards the interior refurbishment of the buildings in readiness for the St Andrew's Diamond Jubilee in 2017.

12 Analysis of Net Assets by Fund	Unrestricted	Restricted	Total 2014
	£	£	£
Fixed Assets	13,014	-	13,014
Net Current Assets	38,659	4,026	42,685
Total Net Assets	51,673	4,026	55,699

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW'S ROXBOURNE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2014

13 Flat & Halls Rental Written Off

During 2014, the PCC became aware of the loss of halls rental income due to misappropriation and fraud. In addition, considerable rent arrears accumulated in respect of the tenancy of the Church flat. A plan for the recovery of these amounts was implemented during the spring of 2014 and some progress was made in recouping the outstanding balances. However, a further misappropriation of halls rental was discovered towards the end of 2014, at which point the Police were notified. Necessary proceedings were also instituted to obtain vacant possession of the flat. At 31 December 2014, the outstanding balances due were:

	£
Flat rental outstanding	5,155
Halls rental	<u>6,272</u>
	<u>11,427</u>

A compensation order was issued in favour of St Andrew's for the sum of £4,700 in respect of the misappropriated halls rental income during February 2015, though it is unclear when, or if, this income will be received. Whilst every endeavour will continue to be made for the recovery of these amounts, it was deemed prudent to write off the balances in question, given the uncertainty surrounding their recovery. Any amounts recovered will be accounted for when received.

14 Legacy

The Vicar was notified of the Will of Eileen Shadbolt in December 2014 stating that a Legacy might be forthcoming. After the year end, the sum of £20,000 was received from the estate and will be disclosed in full in Incoming Resources in the 2015 accounts. The will states that the £20,000 is for the use of the Vicar, for the time being of St Andrew's Church, for such religious purposes in the parish that the Vicar shall in his absolute discretion think fit.

Independent Examiner's Report to the Trustees of

St Andrew's Church, Roxbourne, Parochial Church Council. (Charity no: 1131727)

I report on the accounts for the year ended 31st December 2014 which are set out on pages 1 to 9.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees 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(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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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 matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

Details of items which the examiner wishes to disclose

During the year St Andrew's experienced fraud and misconduct. This has been disclosed in the accounting notes. The position has been reported to the Charity Commission, Police and relevant Bishop.

The accounts to the extent that it is possible have reflected this position. Any amounts owed are being collected and will only be shown when received. This is considered appropriate given the position.

Mr Martyn Verity
14 Lynton Avenue
Ealing
London W13 0EB

12 March 2015