

Charity No. 1130319

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

PAROCHIAL CHURCH COUNCIL'S REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2019

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

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THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2019

Parochial Church Council – for a list of clergy and lay members serving the Parochial Church Council in the year, please see page 2

Principal office	All Saints Parish Office All Saints Church Hall Onslow Gardens Sanderstead Surrey CR2 9AB
Independent Examiner:	Adetutu Taiwo ACCA 8 Waltham Close Dartford Kent DA1 3LT
Bankers:	National Westminster Bank Plc 1 Croydon Road Caterham Surrey CR3 6PA The CBF Church of England Funds Senator House, 80 Queen Victoria Street London EC4V 4ET
All correspondence to	All Saints Parish Office All Saints Church Hall Onslow Gardens Sanderstead Surrey CR2 9AB

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2018

Parochial Church Council

Clergy	Revd Canon Martin Greenfield Revd Susan Atkinson-Jones (until December 2019) Revd Jeremy Groombridge	
Readers' Representative	Vacant	
Laity	From 1st January 2019 until the 2019 Vestry/APCM	From the 2019 Vestry/APCM or subsequently elected
Diocesan Synod	Mrs Rosemary Kempzell (All Saints') PCC Lay Vice-Chair	Mrs Rosemary Kempzell (All Saints') PCC Lay Vice-Chair
All Saints' Churchwardens	Mrs Lynne Davison Mr Kevin Wright	Mrs Lynne Davison Mr Kevin Wright
Deanery Synod	Mrs Indrani Balachandran (Lay Chair) Mr Kevin Wright (Treasurer) Mrs Veronica de Grasse-Grant Mr Mike Fixter One vacancy	Mrs Indrani Balachandran (Lay Chair) Mr Kevin Wright (Treasurer) Mrs Veronica de Grasse-Grant Mr Mike Fixter Mrs Judith Robinson (from October 2019)
Elected Members	Mr Piers Hubbard Mr Marc Smith Mrs Susan E Thomas One vacancy	Mr Piers Hubbard (RIP December 2019) Mrs Margaret Quiney (from January 2020) Mr Marc Smith Mrs Susan E Thomas Mr Robin Gordon (from October 2019)
St Antony's Churchwardens	Mrs Linda Etheridge Mrs Barbara Webster-Dudley	Mrs Linda Etheridge Mrs Barbara Webster-Dudley
Deanery Synod	Mrs Linda Etheridge (also churchwarden) Mr Jeremy Dearden	Mrs Linda Etheridge (also churchwarden) Mr Jeremy Dearden
Elected Members	Two vacancies	Mrs Sarah Deacon Mrs Helen Howe (from September 2019)
St Edmund's Churchwardens	Miss Gill Pates Mr Chris Babbs	Mr Richard Wragg Mr Chris Babbs
Deanery Synod	Mr Chris Babbs (also churchwarden & PCC Secretary) Mr Richard Wragg	Mr Chris Babbs (also churchwarden & PCC Secretary) Mr Richard Wragg (also churchwarden)
Elected Members	Two vacancies	Miss Gill Pates Mrs Sue Wragg (from September 2019)

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

PAROCHIAL CHURCH COUNCIL'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2019

The Parochial Church Council present their annual report together with the audited financial statements of The Parochial Church Council of the Ecclesiastical Parish of Sanderstead (the charity) for the year ended 31 December 2019. The Parochial Church Council confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of Accounting and Reporting: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and current Church Accounting Regulations and the Charities Act 2011.

Registered Charity Status

The Parochial Church Council of the Ecclesiastical Parish of Sanderstead is a charity, number 1130319, registered with the Charity Commission of England and Wales.

Structure, governance and management

Constitution

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Appointment of Trustees

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Organisational Structure and Decision Making

The current Sanderstead Team Ministry came into being in December 2005. Its constitution is governed by a Pastoral Scheme issued by the Church Commissioners and a detailed scheme issued by the Bishop of Southwark. The latter document sets out the membership of the lay representation of the Parish on the Croydon South Deanery Synod (subject to changes in the rules for the allocation of representatives, subsequently adopted by the Diocesan Synod), of the PCC, and of the District Church Councils (DCCs) of the four churches. It further provides for the delegation to the DCCs of all matters relating to the daily working and finances of the churches, subject to the reservation of certain matters which cannot be legally devolved. St Mary's, Sanderstead, left the parish under a Scheme made by the Church Commissioners dated 5/4/18.

The rules for the proceedings of the PCC are set out in the Church Representation Rules; the above scheme provides that the same rules apply, as far as may be, to the DCCs.

Because its role is essentially strategic and co-ordinating, rather than day-to-day management, the only permanently constituted committee of the PCC is the Standing Committee, which meets as necessary to conduct urgent business, or detailed items devolved from PCC, between full meetings.

Risk management

The PCC categorises risk as follows:

Financial risk is the most common category of risk and it is possible to measure many non-financial risks in terms of financial impact. Financial risks can be managed through budgets

and internal financial procedures as well as through strategic business and development plans and management accounts.

Reputational risk can have an impact on parishes if, for example, unwelcome publicity hinders the mission of the Church.

Statutory and legal requirements such as health and safety, employment law, Charities Act, child protection and associated difficulties, which could lead to high compensation payments arising from equal opportunities or health and safety claims.

Operational risk relates to threats to the Church's ability to deliver its objectives owing, for example, to damage to a church building.

Management of risk is delegated to the DCC of each of the churches in the parish, which undertake risk assessment on a low, medium or high likelihood of an event occurring and the high, medium or low impact. Contingency plans, controls or preventative measures are put in place by each DCC.

In the light of experience PCC has reviewed its policy on the acceptance of financial and contractual commitments and issued appropriate guidance.

Bribery Act 2010

This Act came into effect 1st July 2011.

The Ministry of Justice "Quick Start Guide" is clear that because the churches' affairs are entirely UK based with very little risk of bribery being committed, then we may feel no need for any procedures to prevent bribery.

We believe that our present procedures of requiring three quotes for major works, with the decision on which quote to accept taken by the Standing Committee and/or the PCC, and of using Southwark recommended firms for major projects, mean that we have sufficient procedures in place. We have agreed that the DCC/local Standing Committee may accept quotes below £10,000. Any quotation above £10,000 is approved by the PCC.

Objectives and activities

The Parish of Sanderstead PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for each of the churches within the parish – responsibilities that are delegated to the District Church Council (DCC) of each of the (now) three churches within the Parish, which are currently All Saints, St. Antony's and St. Edmunds.

The PCC has ultimate responsibility for a wide range of matters affecting the Parish, including such matters as compliance with health and safety, disability discrimination legislation and the protection of children and potentially vulnerable adults. Appropriate training procedures have been adopted, including training courses arranged by the diocese or deanery which are attended by PCC representatives who report back to the PCC as a body, and the dissemination of reading matter. Almost all of these responsibilities are delegated to the District Church Council of each of the churches in the parish. Each DCC has a similar approach to training as the PCC.

The PCC and each DCC is committed to enabling as many people as possible to worship at our churches and to become part of the parish community at any of the churches in the Parish of Sanderstead. Each DCC maintains an overview of worship at its church within the Parish and makes suggestions on how services can involve the many groups that live within the Parish. In each of the three churches our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the Rector and the PCC as well as each incumbent and DCC of the three churches in the Parish have considered the Commission's guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

Worship and prayer; learning about the Gospel and developing their knowledge and trust in Jesus.

Provision of pastoral care for people living in the parish.

Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of each of the three churches and of the separate church halls at All Saints'.

Actual and Potential Changes during the Year

The Bishop of Croydon sent a summary of the review mentioned in last year's report to the PCC on 1st April 2019. Among a range of recommendations, the key ones were that the Team Ministry should be dissolved and the DCCs structure wound up. The parish should operate under a single structure with one church council – the PCC. Finances should also be integrated. It was further made clear that the Team Vicar post for St Antony's & St Edmund's would not be filled once a vacancy occurred (but there is a commitment to a second stipendiary post in the parish funded by the diocese).

Following receipt of the report a series of meetings and discussions on the future structure and direction of the parish commenced and is on-going. Lately, we have benefitted from the guidance of Bishop Peter Price (former Bishop of Bath & Wells) as we tackle the very difficult issues involved.

A Church Commissioners' Scheme to dissolve the Team Ministry (so that Sanderstead then will operate as a "conventional" parish under a single PCC) is going through the consultation process and is expected to come into effect in mid-summer 2020.

During the year, Reverend Susan Atkinson-Jones, Team Vicar of St Antony's & St Edmund's, accepted a post in the diocese of Rochester and left the parish in December 2019.

The DCCs of St Antony's and St Edmund's took the painful decision that, in addition to the structural changes proposed, the time had come to cease regular Sunday worship and their existence as independent congregations. Regular worship at both churches ceased at Christmas 2019 (weekday non-liturgical activities continue at St Antony's).

Both buildings, which are dual use, remain open for the vast range of community activities which they host. The income from these activities mean that both buildings are self-supporting on a day-to-day basis. The PCC does not therefore consider that the end of Sunday worship poses any risk to the on-going viability of the parish as a whole.

Besides continuing community activities at both St Antony's and St Edmund's, all involved share the aspiration to develop new forms of Christian Ministry & Mission based at the buildings. A study of how best to do this in Hamsey Green, in the context of the parish as a whole, is under way, with input from Canon Will Cookson, diocesan Dean of Fresh Expressions. Discussions as to the best use of St Edmund's building for Mission purposes are on-going at the time of preparing this report.

Notwithstanding the inevitable preoccupation with the future, the parish has continued with its Mission & ministry activities, as set out in the paragraphs below.

Achievements and Performance

The PCC and each DCC are keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling.

The churches offer a range of services on Sundays. These include traditional ('classic') Common Worship services and also 'contemporary' Parish Praise, Sanderstead Light, and a meditative monthly 'Reflections' in the evening. A variety of regular prayer and home groups meet throughout the year. A number of courses are also run, by the churches or as part of Churches Together in Sanderstead, mainly during Lent and Advent, supplemented by All Saints' Bible Week in August. Like all pastoral and outreach activities, these groups are available to all and any who care to participate.

The aim is to provide both for those who have been Christian worshippers for many years, and also for those who are newer and not so used to Anglican tradition. A trial of a new pattern of Sunday worship was held at All Saints' in 2019 before the church reverted to its traditional pattern. Development of how we worship and of our worship spaces is an on-going process.

St Antony's holds "T4U" on two Mondays a month, one of them preceded by Holy Communion until early 2020. A service of Holy Communion is held on the first Thursday of every month at All Saints'. Clergy prayers are held at All Saints' every Wednesday.

All are welcome to attend our regular services. At the 2019 Annual Parochial Church Meeting there were 206 parishioners on the combined church electoral rolls (2018: 268)

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend it to God's keeping. We have celebrated 19 baptisms & three weddings, and held 30 funerals & memorial services this year this year.

Remembrance activities continued, following the commemoration of the end of World War I in 2018. These included a highly successful Riddlesdown Community Remembrance Service at St Edmund's, as well as the usual annual Remembrance Service at All Saints'.

Some members of our parish are unable to attend church due to sickness or age. Clergy & lay people of the three churches visit all church members who request it, either at their homes or in hospital, celebrating or administering Communion where appropriate.

Live streaming of services at St Edmund's, the first example in the diocese of Southwark of this being done on a regular basis, continued until Reverend Susan Atkinson-Jones's departure.

Pastoral Care and Community Action

The churches engage in a wide variety of community action, with particular emphases on older people and children/young adults.

All of the Churches offer informal opportunities for people to meet, through meetings over coffee and a variety of social activities. There is a very active Mothers' Union branch and a Women's Social Group at St Antony's.

The St Edmund's Caring Group provides a wide range of services for disabled & vulnerable people.

Sunday Lunch is continuing at All Saints' Church Hall on the first Sunday of each month. It is run by a team of volunteer cooks and volunteer helper/drivers. In 2019 we had an average of 22 guests. We are always pleased to welcome new members from any church or none and have welcomed several new guests so far this year. Booking for the lunch is through Sanderstead Neighbourhood Care. The guests attend not just for the excellent hot lunch but also for the chance to meet and socialise. It is a valuable outreach to the elderly in our community.

Coffee Pot, an opportunity to share coffee and chat, is run fortnightly at All Saints'. *Summer in Sanderstead*, an opportunity to enjoy a "staycation" for those who cannot go away on holiday, was again run successfully in August.

All Saints' also ran a successful Christmas Day Lunch in 2019.

A variety of activities for children & young people is offered. The development of work with children and families is a key priority for the Team and is seen as increasingly important.

All Saints' provides *Jigsaw*, a Sunday School for children of primary school age, on three Sunday mornings a month. *Family Fun* is also run once a month for small children and their parents. A Summer Holiday Club was run in August. Annalie Taylor, All Saints' Children & Family Pastor, started 'Dynamite', an after-school Christian club for school-age children. Annalie has now moved on, but dedicated volunteers are continuing to run 'Dynamite', which is much enjoyed by the children who attend.

St Antony's offers activities for children around some of the Great Festivals of the church. In 2019 two Scout groups, a Rainbow unit, a Brownie unit & a Guide group were formally affiliated, or otherwise linked, to Churches in the parish.

During the week All Saints' Hall is used by two church-organised carers' and toddlers' group. A similar group, *Scallywags*, is run at St Edmund's.

Whilst these activities tend to be led by one of the churches, it is noteworthy that they also tend to be resourced by people from across the Team.

Mission and Evangelism.

Helping those in need is a demonstration of our faith. During the year the parish made charitable donations of £10,307 of which £7,000 was to missionary societies abroad, £226 to relief and development agencies abroad, and £3,081 to local and church charities. The churches also make a substantial effort in collecting for Christian Aid.

St Antony's (in association with Hamsey Green Co-operative Store) supported the food bank run by Purley United Reform Church. All Saints' supports Croydon Refugee Centre and participates in hosting Croydon Churches' Floating Shelter for the Homeless.

Work has continued on developing communications, both internal and external, with a particular emphasis on the website and electronic media generally. Paper communications also have a clear role to play. All Saints' are taking the lead in the development of our communications capability through a dedicated group.

Green Issues

Caring for God's creation has been identified as one of the Five Marks of Mission of the Church and has been picked up as a key issue by the churches. All Saints' has a long-standing *Green Team* and has achieved a silver award under the national *Eco Church* initiative.

Deanery Synod.

In the year under review, three clergy (two after the departure of Reverend Susan Atkinson-Jones) and up to nine lay members of the PCC (plus one member of Diocesan Synod *ex officio*) sat on Croydon South Deanery Synod. Synod provides the PCC and each DCC with an important link between the parish and the wider structures of the church. Mrs Indrani Balachandran of All Saints' serves as Lay Chair of Synod, Mr Kevin Wright of All Saints' as Treasurer, and Mr Chris Babbs of St Edmund's as Secretary.

Financial Review

Income for the financial year was £320,889 (2018 £361,919) and expenditure £342,998 (2018 £423,076) with a net income/expenditure after investment gains and losses) of (£20,726) compared with 2018 deficit of £51,705.

Total receipts on ordinary unrestricted/designated funds of the church were £309,555 (2018 £350,601) and are detailed in the financial statements.

Expenditure during the financial year was consistent with the previous year with the largest reduction of church costs being the Parish Pledge (Diocesan quota) £108,716 (2018 £126,944).

Reserves Policy

In aggregate the churches maintain a reserve of not less than £160,000 to maintain their on-going work for six months but note that 43.3% of their total income derives from regular giving and its related GiftAid tax recovery and 36.2% from the regular use of church premises by other organisations.

Trustees' Report

The full PCC held five meetings in 2019 with an average attendance level of 88%— two before the 2019 APCM and three after. Three of these were, in whole or part, special meetings to discuss the pastoral organisation issues and to which DCC members were invited. There have been two meetings in 2020, before the one at which this report is to be adopted.

The Standing Committee did not need to meet formally in 2019 but had two "virtual" meetings to carry out sensitive pay review tasks devolved from PCC.

The measures introduced in 2011 to ensure that PCC, as the only legally constituted body in the parish, provided adequate oversight for key issues, particularly to avoid any personal liability for DCC members, worked satisfactorily. We believe they provide the right balance between meeting legal requirements & allowing the maximum church autonomy, which is so much part of our Team ethos.

Whilst Safeguarding of children and potentially vulnerable adults is a DCC responsibility, the subject is so important that PCC plays an important oversight role and endorses parish-wide policies on these issues on an annual basis. Similar oversight is provided on data protection issues.

As the formal employer of all lay workers within the parish, PCC has a key role in ensuring that DCCs, to which management of almost all employees is devolved, operate within a framework which ensures equitable treatment of them all.

The PCC provided general oversight and formal authorisations for a variety of significant building and property projects.

The PCC also carries out a number of administrative tasks on a regular or ad hoc basis.

Approved by the PCC on 31st March 2020 and signed on their behalf by Revd Canon Martin Greenfield (PCC Chair)

A handwritten signature in cursive script that reads "M R Greenfield". The signature is written in dark ink on a white background.

Independent Examiner's Report to the Trustees/Members of The Parish of Sanderstead
(Sanderstead Team Ministry)
Registered Charity No. 1130319
for the year ended 31st December 2019

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2019 set out on the following pages.

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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA.

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.


Adetutu Taiwo ACCA
8 Waltham Close
Dartford
Kent

Date 15 April 2020

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
Incoming & endowments	3					
Donations & legacies	3.1	161,728	3,651	-	165,379	186,452
Charitable activities	3.2	125,424	6,395	-	131,819	144,933
Other trading activities	3.3	371	-	-	371	322
Investments	3.4	19,329	1,350	-	20,679	22,452
Other income	3.5	2,703	(62)	-	2,641	7,760
Total income & endowments		309,555	11,334	-	320,889	361,919
Expenditure	4					
Fundraising costs	4.1	114	-	-	114	5,812
Charitable activities	4.2	325,322	17,562	-	342,884	417,264
Total expenditure		325,436	17,562	-	342,998	423,076
Net (expenditure)/income before investment gains		(15,881)	(6,228)	-	(22,109)	(61,157)
Net gains and /(losses) on investments	10	(8,773)	6,688	3,468	1,383	9,452
Net (expenditure)/income net movement of funds		(24,654)	460	3,468	(20,726)	(51,705)
Reconciliation of funds						
Total funds brought forward		1,252,073	57,869	18,551	1,328,493	1,420,106
Total funds		1,227,419	58,329	22,019	1,307,767	1,368,401
Removal of St Mary's		-	-	-	-	(39,908)
Total funds carried forward		1,227,419	58,329	22,019	1,307,767	1,328,493

All activities are regarded as continuing.

The above statement includes all recognised gains and losses during the year.

The notes to the accounts form part of the financial statements

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

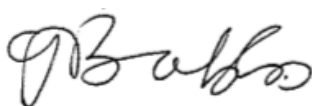
BALANCE SHEET AS AT 31 DECEMBER 2019

			2019		2018
	Note	£	£	£	£
Fixed assets					
Tangible assets	8		838,852		838,852
Investments	10		<u>389,114</u>		<u>405,730</u>
			1,227,966		1,244,582
Current assets					
Debtors	11	13,157		10,000	
Cash at bank and in hand		<u>99,211</u>		<u>89,041</u>	
		112,368		99,041	
Creditors					
Amounts falling due within one year	12	<u>(17,567)</u>		<u>(12,130)</u>	
Net current assets			94,801		86,911
Total assets less current liabilities			<u>1,322,767</u>		<u>1,331,493</u>
Creditors					
Amounts falling due after more than one year	13		<u>(15,000)</u>		<u>(3,000)</u>
Net assets			<u>1,307,767</u>		<u>1,328,493</u>
Charity Funds					
Endowment funds	14		22,019		18,551
Restricted funds			58,329		57,869
Unrestricted funds			<u>1,227,419</u>		<u>1,252,073</u>
Total funds			<u>1,307,767</u>		<u>1,328,493</u>

The financial statements were approved by the Sanderstead Parochial Church Council on 31st March 2020 and signed on their behalf by:



Revd Canon Martin Greenfield, PCC Chair



Chris Babbs, Secretary, Sanderstead PCC

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

1 Basis of preparation

1.1 Basis of accounting

These accounts (financial statements) have been prepared under the historic cost convention, with items recognised at cost or transaction, unless otherwise stated in the relevant notes(s), value in accordance with:

- a) The Charities Act 2011
- b) Charities (Accounts and Reports) Regulations 2008
- c) The Financial Reporting Standard applicable in the UK and Republic of Ireland: FRS102
- d) Accounting and Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS 102) (effective January 2015)
- e) Church Accounting Regulations 2006

1.2 Judgements and Estimations

The Trustees have not made any significant judgements in the process of applying accounting policies and there are no areas of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities.

1.3 Going concern

- a) At the time of approving the accounts, the Trustees have a reasonable expectation that the charity has sufficient reserves and that the charity is a going concern.

1.4 Change of accounting policy

- a) The accounts present a true and fair view and no changes in the basis of accounting have been made during the year.

1.5 Changes to previous accounts

- a) There have been no changes to the previous accounts during the financial year.

1.6 Changes to accounting estimates

- a) There have been no changes to accounting estimates.

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

2 Accounting policies

2.1 Fund accounting

- a) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds. These are recognised at the time of receipt.
- b) Designated funds - are set aside as part of the unrestricted funds to be used for a particular future project or commitment.
- c) Restricted funds - are to be used for the specific purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund.

2.2 Income

- a) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received.
- b) Where income has related expenditure, the income and related expenditure are reported gross in the SoFA.
- c) Income tax recoverable as Gift Aid is accounted for on a claimed basis.
- d) Investment income is included in the accounts when receivable.

2.3 Expenditure

- a) Charitable expenditure comprises costs incurred by the charity providing activities and services for its beneficiaries.
- b) Costs of generated funds are those costs incurred in attracting voluntary income, or incurred in trading activities undertaken to raise funds.
- c) Support and administration costs of the charity relate to the costs of running the charity and includes any costs which cannot be specifically identified to another expenditure.
- d) Expenditure is recognised on an accrual basis and creditor amounts are measured at settlement amounts less any trade discounts.
- e) Provisions for liabilities are measured on recognition of its historical costs and then measured at the best estimate of the amount required to settle the obligation at the reporting date.
- f) The charity is not registered for VAT, so all costs are inclusive of VAT charged.

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

3 Income & endowments

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
3.1 Donations and legacies					
Identifiable giving	113,368	-	-	113,368	129,603
Income tax recoverable	25,584	11	-	25,595	28,346
Collections (open plate)	3,746	-	-	3,746	3,789
Sundry donations	7,301	2,045	-	9,346	9,317
Grants	4,000	1,365	-	5,365	5,334
Donations, appeals etc.	4,726	230	-	4,956	6,563
Legacies	3,003	-	-	3,003	3,500
Total donations & legacies	161,728	3,651	-	165,379	186,452
3.2 Charitable activities					
Bookstall	369	-	-	369	353
Youth work	435	-	-	435	888
Property and hall lettings etc.	116,059	-	-	116,059	127,917
Parish fees	8,561	6,395	-	14,956	15,775
Total charitable activities	125,424	6,395	-	131,819	144,933
3.3 Other trading activities					
Fetes & other events	371	-	-	371	322
Total other trading activities	371	-	-	371	322
3.4 Investments					
Dividends & interest	19,329	1,350	-	20,679	22,452
Total investments	19,329	1,350	-	20,679	22,452
3.5 Other income					
Lunch Club	-	-	-	-	-
Sundry	2,662	(24)	-	2,638	7,760
Other income	41	(38)	-	3	-
Total other income	2,703	(62)	-	2,641	7,760
Total income & endowments	309,555	11,334	-	320,889	361,919

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018

4 Expenditure

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
4.1 Fundraising costs					
Stewardship campaign	4	-	-	4	58
Fundraising events	110	-	-	110	5,754
Total fundraising costs	114	-	-	114	5,812
4.2 Charitable activities					
Local and other church charities	3,081	-	-	3,081	2,822
Relief and development agencies	226	-	-	226	-
Missionary societies	7,000	-	-	7,000	7,022
Total grants	10,307	-	-	10,307	9,844
Diocesan quota	108,716	-	-	108,716	126,944
Clergy expenses	5,947	-	-	5,947	8,007
Youth worker, laity training	997	-	-	997	543
Church running expenses	36,567	-	-	36,567	30,789
Church maintenance	13,887	-	-	13,887	50,435
Organists, choir and music costs	12,263	-	-	12,263	13,527
Bookstall & parish magazine	435	-	-	435	466
Upkeep of churchyards	15	14,878	-	14,893	14,081
Church halls running expenses	51,053	-	-	51,053	77,133
Other property maintenance	6,010	-	-	6,010	14,780
Sundries	24,698	63	-	24,761	27,455
Caring group	525	1,976	-	2,501	1,786
Kids Zone costs/Junior church	121	-	-	121	272
Pastoral Care Co-ordinator	29,122	-	-	29,122	10,193
Clergy training	180	-	-	180	80
Support costs	24,479	645	-	25,124	30,929
Total charitable activities	325,322	17,562	-	342,884	417,264
Support costs					
Parish office staff costs	13,307	-	-	13,307	14,466
Contributions from St Antony's and St Edmund's	(3,626)	-	-	(3,626)	(4,536)
Stationery and photocopying	9,226	645	-	9,871	12,156
Telephone and postage	1,936	-	-	1,936	2,522
Architect fees	-	-	-	-	4,200
Auditor's remuneration	3,636	-	-	3,636	2,121
Total support costs	24,479	645	-	25,124	30,929
Total expenditure	325,436	17,562	-	342,998	423,076

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

5 Analysis of resources expended by activities

	Activities undertaken directly 2019 £	Grant funding of activities 2019 £	Support costs 2019 £	Total 2019 £	Total 2018 £
Direct and support costs	307,567		25,124	332,691	413,232
Local and other church charities	-	3,081	-	3,081	2,822
Missionary and charitable giving:					
Church overseas:					
- relief and development agencies	-	226	-	226	-
- missionary societies	-	7,000	-	7,000	7,022
Total expenditure	<u>307,567</u>	<u>10,307</u>	<u>25,124</u>	<u>342,998</u>	<u>423,076</u>

6 Net incoming resources / (resources expended)

During the year, no Parochial Church Council member received any remuneration or reimbursed expenses (2018 - £Nil).

7 Staff costs

The average monthly number of employees during the year was as follows:

	2019 No.	2018 No.
PCC managed employees	1	1
DCC managed employees	11	9
	<u>12</u>	<u>10</u>

No employee received remuneration amounting to more than £60,000 in either year.

	2019 £	2018 £
Wages and salaries	68,201	50,662
NIC	-	-
Pension costs	910	256
	<u>69,111</u>	<u>50,918</u>

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

8 Tangible fixed assets

	Freehold properties £
Cost	
At 31 December 2018	<u>838,852</u>
Depreciation	
At 31 December 2019	<u>-</u>
Net book value	
At 31 December 2019	<u><u>838,852</u></u>
<i>At 31 December 2018</i>	<u><u>838,852</u></u>

9 Tangible fixed assets (continued)

The freehold properties held are the two Parish Halls, Flats 2a and 2b Onslow Gardens and the Curate's House, 285 Limpsfield Road.

10 Fixed asset investments

	Listed securities £
Market value	
At 1 January 2019	405,730
Additions	-
Disposals	(18,000)
Revaluations	1,384
At 31 December 2019	<u><u>389,114</u></u>

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

10 Fixed asset investments (continued)

	2019	2018
	£	£
All Saints		
<i>Sylvester Trust (Endowment Fund)</i>		
£8,250 CBF Investment Fund	18,603	15,669
<i>Muriel Landreth Trust (Endowment Fund)</i>		
£1,535 CBF Investment Fund	3,395	2,860
<i>Graveyard Trust (Restricted Fund)</i>		
£16,280 CBF Investment Fund	42,407	35,719
<i>Ann Herbert Legacy (Designated Fund)</i>		
£442,498 CBF Investment Fund	324,509	351,282
£200 CBF Investment Fund (General Fund)	200	200
Total Investments	<u>389,114</u>	<u>405,730</u>

11 Debtors

	2019	2018
	£	£
Other debtors	3,546	996
Tax recoverable	9,611	9,004
	<u>13,157</u>	<u>10,000</u>

12 Creditors: Amounts falling due within one year

	2019	2018
	£	£
Other loans	3,000	4,000
Trade creditors	11,315	3,926
Special collections not yet paid out	-	-
Charitable giving	-	-
Other creditors and provisions	3,252	4,204
	<u>17,567</u>	<u>12,130</u>

13 Creditors: Amounts falling due after more than one year

	2019	2018
	£	£
Loans	15,000	3,000
	<u>15,000</u>	<u>3,000</u>

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

14 Statement of funds

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers in/(out) £	Gains/ (Losses) £	Carried Forward £
Designated funds						
All Saints						
Building Fund						
Property	857,522	-	-	-	-	857,522
Emerging Projects	46,306	-	(2,617)	-	-	43,689
Legacies fund	287,584	13,379	(28,629)	-	-	272,334
St Edmunds						
House fund	8,612	4,211	(5,733)	-	-	7,090
Scallywags	208	435	(120)	-	-	523
	<u>1,200,232</u>	<u>18,025</u>	<u>(37,099)</u>	<u>-</u>	<u>-</u>	<u>1,181,158</u>
General funds						
All Saints	25,728	225,327	(212,161)	-	(8,773)	30,121
St Antonys	(3,949)	19,041	(33,299)	-	-	(18,207)
St Edmunds	30,062	47,162	(42,877)	-	-	34,347
	<u>51,841</u>	<u>291,530</u>	<u>(288,337)</u>	<u>-</u>	<u>(8,773)</u>	<u>46,261</u>
Total unrestricted funds	<u>1,252,073</u>	<u>309,555</u>	<u>(325,436)</u>	<u>-</u>	<u>(8,773)</u>	<u>1,227,419</u>
Endowment funds						
All Saints						
The Sylvester Trust	15,668	-	-	-	2,933	18,601
The Muriel						
Landreth Trust	2,883	-	-	-	535	3,418
Total endowment funds	<u>18,551</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,468</u>	<u>22,019</u>

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

14 Statement of funds (continued)

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers in/(out) £	Gains/(Losses) £	Carried Forward £
Restricted funds						
All Saints						
The Graveyard Trust	41,627	9,668	(14,880)	-	6,688	43,103
Roof Fund	-	-	-	-	-	-
Agency	583	(38)	-	-	-	545
The Vicar's and Churchwardens' Fund	102	-	-	-	-	102
St Edmunds						
Caring Group Fund	14,094	1,687	(2,602)	-	-	13,179
The Development Fund	1,463	17	(80)	-	-	1,400
Total restricted fund	57,869	11,334	(17,562)	-	6,688	58,329
Total all funds	1,328,493	320,889	(342,998)	-	1,383	1,307,767

All Saints:

- The Graveyard Trust, which is funds raised for the maintenance of the graveyards.
- The Roof Fund has been created for repairs of the church roof.
- South Porch Appeal

St. Edmund's:

- Caring Group Fund, which is funds from donations, legacies and a Council grant to be used for the care of the sick and elderly.
- The Development Fund, these funds are to be used to develop and increase the church membership.
- Scallywags fund is a youth fund

St. Antony's:

- The Vicar's and Churchwarden's Fund is funds donated for use at the discretion of the Churchwardens.

The Endowment Funds comprise:-

All Saints:

- The Sylvester Trust, which is a permanent endowment the income from which may be used for the church's general purposes.
- The Muriel Landreth Trust, which is a permanent endowment which requires income to be spent on choir and music related costs.

THE PARISH OF SANDERSTEAD (SANDERSTEAD TEAM MINISTRY)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

14 Statement of funds (continued)

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers in/(out) £	Gains/ (Losses) £	Carried Forward £
Designated funds	1,200,232	18,025	(37,099)	-	-	1,181,158
General funds	51,841	291,530	(288,337)	-	(8,773)	46,261
	1,252,073	309,555	(325,436)	-	(8,773)	1,227,419
Endowment funds	18,551	-	-	-	3,468	22,019
Restricted funds	57,869	11,334	(17,562)	-	6,688	58,329
	1,328,493	320,889	(342,998)	-	1,383	1,307,767

15 Analysis of net assets between funds

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
Tangible fixed assets	838,852	-	-	838,852	838,852
Fixed asset investments	-	42,407	21,998	64,405	54,248
Current assets	421,134	15,922	21	437,077	450,523
Creditors due within one year	(17,567)	-	-	(17,567)	(12,130)
Creditors due in more than one year	(15,000)	-	-	(15,000)	(3,000)
	1,227,419	58,329	22,019	1,307,767	1,328,493