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NOTICE OF ANNUAL PAROCHIAL CHURCH MEETING

Parish of Catford (Southend) & Downham

The Annual General Church Meeting will be held at St Luke's church
on the 21st day of July 2024 at 1pm

For the consideration of:

- (a) a report on changes to the Roll since the last annual parochial church meeting
- (b) an Annual Report on the proceedings of the parochial church council and the activities of the parish generally;
- (c) the financial statements of the council for the year ending on the 31st December preceding the meeting;
- (d) the appointment of the auditor for 2024's accounts.
- (f) confirmation of compliance with duty to have regard to the House Of Bishop's Guidance on Safeguarding Children & Vulnerable Adults.
- (g) setting the date for 2025 APCM (suggested date of 18th May).
- (h) setting the date for the first meeting of the PCC.

In this Notice, 'parish' means an ecclesiastical parish.

Signed _____  _____

Minister of the parish

The Catford (Southend) and Downham Team Ministry

DRAFT - Minutes of the Annual Parochial Church Meeting **2023**

Held on 21st May 2023 at St Luke's Church, Downham

Present

Name	Team Church	NAME	Team Church
Revd Peter ORGAN	Team Rector & Vicar St John the Baptist	Lucie WALSH	St Luke & St Mark
Fr Stuart LECK	Vicar St Barnabas	Cynthia HARDING	St John
Revd Nick WALSH	Vicar St Luke & St Mark	Amos EKA	St John
Revd Brown OLISA	Curate St John the Baptist	Mamline SILVERA	
Alice EKA	St John - Reader	Norman FLEMMING	St Luke
Chris HENRIETTE	St Luke & St Mark (ordinand)	Dave McKLOW	St Luke
Cheryl FLEMMING	St Luke	Julie ROCHEFORT	St John PCC secretary
Lloyd PAGE	St Barnabas		

Apologies Received From

Shea HOLLIS	St John	Frankie TURNER	St John
Lindsay COOKE	St Barnabas	Felicia ASANTE	St Luke
Joan COOKE	St Barnabas	Alice RUHINDI-EKA	St John

Documents provided at the meeting

1	Agenda
2	Minutes of the previous APCM held on 15 th May 2022
3	Draft Annual Report for the year ending 31st December 2022 (accounts not yet audited)

Ref: APCM /	Item Presented / Discussed / Resolutions	For Action by
2023 /01	Opening Prayer Revd Peter led us in prayer for the people of this parish, and for blessings on this meeting.	
2023 /02	Welcome and Apologies Revd Peter opened the meeting by welcoming all present and asking for any apologies (see table above).	
2023 /03	Minutes of the Team APCM meeting <u>2022</u> held on 15th May 2022 Those present who had attended that meeting were asked to check the draft minutes for accuracy and completeness. One amendment requested: Revd Nick corrected p3 which should read ' <i>St Lukes and St Marks relied heavily...</i> '	

APCM - Minutes of Meetings held during 2023

Ref: APCM /	Item Presented / Discussed / Resolutions	For Action by
	<p>Motion: With the above amendment, to accept the minutes as a complete and accurate record.</p> <p>Proposed: Lloyd Page</p> <p>Seconded: Dave McKlow</p> <p>In favour: all present (of those who had been at the previous meeting), no objections, no abstentions.</p> <p>Resolved: motion carried.</p>	
2023 /04	<p>Matters Arising from Previous Minutes</p> <p>Revd Peter pointed out that at the 2022 APCM the Annual Report and Accounts had been presented but at that point had not yet been audited. As chair of the PCC he reported that the duly audited reports were later audited, approved by the PCC and had been submitted to the Diocese and to the Charity Commission.</p> <p>Fr Stuart commented that at the 2022 APCM the minutes recorded that the parish was intending to undertake a total reset of the Electoral Roll of each team church in 2023, but that later it had been found that the CoE instructed that the next full reset would take place in 2025. In 2023 the Electoral Rolls (reported below) were therefore a revision not a reset.</p>	
2023 /05	<p>Team Clergy Reports</p> <p>An annual report from each team church was included in the draft Annual Report for the year end 2022 and available to all attendees at this meeting. Revd Peter asked if there were any questions or comments.</p> <p>St Barnabas – no questions or comments.</p> <p>St John's – no questions or comments.</p> <p>Revd Peter gave a verbal update on the proposed removal of the corona sculpture currently suspended above the nave; the Diocesan Advisory Committee (DAC) has now given permission to apply to the Diocesan Chancellor for formal permission to remove it (ie: a 'faculty'). A church in Blackburn, Lancashire have expressed an interest but want to know how much the sculpture weighs to check that their roof structure would be able to support it. Revd Peter pointed out the challenge, as an accurate weight is unobtainable until the sculpture is removed but a condition of the faculty is that we cannot remove it until we know whether Blackburn will take it. Dave McKlow mentioned the site of a local weighbridge if needed. We are trying to access the archived historical faculty documentation when it was first suspended which should include the weight.</p> <p>St Luke's – no questions or comments.</p> <p>St Mark's – no questions or comments.</p> <p>Changes to the body of the draft Annual Report.</p> <p>The following changes to the body of the report were requested:</p> <ul style="list-style-type: none"> - P3 – The Team – there are 4 individual churches rather than parishes; archdeaconry to replace archdeanery. <p>Accounts (Financial Statement) section of the Draft Annual Report</p> <p>Revd Peter explained that this is currently blank because we have only just been able to answer the auditors' questions on the information sent to them. St John's response was late because they had been without a treasurer since mid-December 2022 therefore their submission had been very late, consequently the auditor has not yet been able to complete their report. Once completed they will</p>	

Ref: APCM /	Item Presented / Discussed / Resolutions	For Action by																								
	<p>send comments back to the trustees and the Parish will then need to write a financial summary of 2022 which Fr Stuart kindly agreed to draft.</p> <p>Approval Process once the Annual Report has been audited</p> <p>Revd Peter has taken advice from the Diocese. We will hold a first new PCC meeting to approve the report in approximately 4 weeks, followed as soon as possible by an extraordinary APCM as a continuation of this meeting to receive the report.</p>																									
2023 /06	<p>Deanery Synod Report</p> <p>Rev Nick gave a brief overview of the Deanery Synod meetings held during 2022.</p>																									
2023 /07	<p>Electoral Roll (ER)</p> <p>Revd Peter explained that these figures on the ER for each of the team churches have been presented to and accepted at their individual Annual General Meetings.</p> <table border="1" data-bbox="260 831 1287 1279"> <thead> <tr> <th data-bbox="260 831 576 927">Team Church</th> <th colspan="2" data-bbox="576 831 930 927">Number on Electoral Roll</th> <th data-bbox="930 831 1287 927"></th> </tr> <tr> <td data-bbox="260 927 576 983"></td> <th data-bbox="576 927 715 983">2022</th> <th data-bbox="715 927 930 983">2023</th> <th data-bbox="930 927 1287 983">Notes for 2023</th> </tr> </thead> <tbody> <tr> <td data-bbox="260 983 576 1043">St Barnabas</td> <td data-bbox="576 983 715 1043">58</td> <td data-bbox="715 983 930 1043">51</td> <td data-bbox="930 983 1287 1043">Net reduction 7</td> </tr> <tr> <td data-bbox="260 1043 576 1104">St John the Baptist</td> <td data-bbox="576 1043 715 1104">204</td> <td data-bbox="715 1043 930 1104">197</td> <td data-bbox="930 1043 1287 1104">Removed 6; added 9</td> </tr> <tr> <td data-bbox="260 1104 576 1164">St Luke's</td> <td data-bbox="576 1104 715 1164">55</td> <td data-bbox="715 1104 930 1164">55</td> <td data-bbox="930 1104 1287 1164">Removed 1; added 1</td> </tr> <tr> <td data-bbox="260 1164 576 1279">St Mark's</td> <td data-bbox="576 1164 715 1279">32</td> <td data-bbox="715 1164 930 1279">40</td> <td data-bbox="930 1164 1287 1279">Added 8 Several had joined after attending Messy Church</td> </tr> </tbody> </table>	Team Church	Number on Electoral Roll				2022	2023	Notes for 2023	St Barnabas	58	51	Net reduction 7	St John the Baptist	204	197	Removed 6; added 9	St Luke's	55	55	Removed 1; added 1	St Mark's	32	40	Added 8 Several had joined after attending Messy Church	
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2023 / 08	<p>Elections and Appointments</p> <p>Election Results from each Team Church Annual General Meeting</p> <table border="1" data-bbox="260 1429 1272 2069"> <thead> <tr> <th data-bbox="260 1429 451 1507">Team church</th> <th data-bbox="451 1429 815 1507">Churchwardens</th> <th data-bbox="815 1429 1070 1507">PCC Lay Members</th> <th data-bbox="1070 1429 1272 1507">Deanery Synod Reps</th> </tr> </thead> <tbody> <tr> <td data-bbox="260 1507 451 1621">St Barnabas</td> <td data-bbox="451 1507 815 1621">None</td> <td data-bbox="815 1507 1070 1621">Lloyd Page Joan Cooke (SPA – ex-officio)</td> <td data-bbox="1070 1507 1272 1621">None</td> </tr> <tr> <td data-bbox="260 1621 451 1780">St John the Baptist</td> <td data-bbox="451 1621 815 1780">Francesca Turner Julie Rochefort (both re-elected)</td> <td data-bbox="815 1621 1070 1780">Amos Eka Alice Eka (Reader – ex-officio)</td> <td data-bbox="1070 1621 1272 1780">Sonia Jackson Cynthia Harding</td> </tr> <tr> <td data-bbox="260 1780 451 2022">St Luke</td> <td data-bbox="451 1780 815 2022">Norman Flemming Dave McKlow (both re-elected) And each of their wives (Cheryl Fleming and Diane McKlow) are appointed as assistant wardens</td> <td data-bbox="815 1780 1070 2022">Cheryl Fleming</td> <td data-bbox="1070 1780 1272 2022">Felicia Asante</td> </tr> <tr> <td data-bbox="260 2022 451 2069">St Mark</td> <td data-bbox="451 2022 815 2069">Chinwe Egwuagu</td> <td data-bbox="815 2022 1070 2069">None</td> <td data-bbox="1070 2022 1272 2069">None</td> </tr> </tbody> </table>	Team church	Churchwardens	PCC Lay Members	Deanery Synod Reps	St Barnabas	None	Lloyd Page Joan Cooke (SPA – ex-officio)	None	St John the Baptist	Francesca Turner Julie Rochefort (both re-elected)	Amos Eka Alice Eka (Reader – ex-officio)	Sonia Jackson Cynthia Harding	St Luke	Norman Flemming Dave McKlow (both re-elected) And each of their wives (Cheryl Fleming and Diane McKlow) are appointed as assistant wardens	Cheryl Fleming	Felicia Asante	St Mark	Chinwe Egwuagu	None	None					
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St Mark	Chinwe Egwuagu	None	None																							

APCM - Minutes of Meetings held during 2023

Ref: APCM /	Item Presented / Discussed / Resolutions	For Action by
	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">(re-elected)</div> <p>Appointments</p> <p>Treasurers:</p> <p>St Barnabas: Isha Kabba St John's: <i>None</i> St Luke's: Jo Cannon St Mark's: Jo Cannon</p> <p>Independent Auditor</p> <p>Currently: BizNav. Proposed: Lloyd Page Seconded: Cynthia Harding In favour: All, no objections Resolved: BizNav appointed as independent auditor for one more year.</p> <p>Safeguarding Officers</p> <p>Team Church Safeguarding Officers:</p> <p>St Barnabas – Uche Mekenem (background as social worker) St John's – Sheila Warr (former teacher) St Luke's – Lucie Walsh St Mark's – Lucie Walsh</p> <p>Parish Safeguarding Officer</p> <p>Lucie Walsh agreed to continue in this post. Proposed: Julie Rochefort Seconded: Cheryl Fleming In favour: all present, no objections Resolved: Lucie Walsh confirmed to continue as Parish Safeguarding Officer</p>	
2023 / 09	<p>Date of next PCC meeting</p> <p>Sunday 23rd July at 1pm at St John's, 353 Bromley Road SE6 2RP.</p>	
2023 /10	<p>Closing Prayer</p> <p>Revd Peter invited everyone who could to stand and said prayers for the parish.</p>	

Further Meetings

A further attempt to hold a meeting to accept the audited accounts was attempted in July 2023 but had to be abandoned as the auditors had still not been able to complete their audit by then.

The audited Annual Report and Financial Statement was received from the auditors in September 2023, after which a summary financial report was added, and the completed report approved by the PCC members (trustees).

The final (extraordinary) APCM meeting to accept the report by the wider Parish was held on 29th October 2023 (minutes below), and the report was uploaded to the Charity Commission website on 31st October 2023.

The Catford (Southend) and Downham Team Ministry
Minutes of the Extraordinary Annual Parochial Church Meeting
 Held on 29th October 2023 at St Luke's Church, Downham

Present

Name	Team Church	NAME	Team Church
Revd Peter ORGAN	Team Rector / St John the Baptist	Norman FLEMMING	St Luke
Fr Stuart LECK	Vicar St Barnabas	Alice RUHINDI-EKA	St John - Reader
Revd Nick WALSH	Vicar St Luke's, & St Mark's	Lloyd PAGE	St Barnabas
Felicia ASANTE	St Luke	Amos EKA	St John
Cheryl FLEMMING	St Luke	Julie ROCHEFORT	St John - PCC secretary

Apologies Received From

Frankie TURNER	St John	Lucie WALSH	St Luke & St Mark
Joan COOKE	St Barnabas	Dave MCKLOW	St Luke
Revd Brown OLISA	Curate St John	Diane MCKLOW	St Luke

Documents provided at the meeting

1	Paper copies of the Independently Examined Financial Statements and Trustees' Report for year ended December 2022 (known as the 'Annual Report and Accounts')
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Ref: APCM / 2023	Item Presented / Discussed / Resolutions	For Action by
2023/011	Opening Prayer Revd Peter opened the meeting with prayer.	
2023/012	Rationale for this Extraordinary Meeting Revd Peter explained that this extraordinary Annual Parochial Church Meeting (APCM) is being held to complete the agenda of the first part of this meeting that was held on 21 st May 2023, because at that time the audited Annual Report and Accounts was not yet available but had since been received. Revd Peter thanked Fr Stuart and the team church treasurers for their hard work in compiling the accounts and answering questions from the auditors. Revd Peter reported that PCC members (trustees) had been emailed a copy of the fully audited report for their approval. No objections, questions or other comments had been received therefore the report was deemed approved. It was noted that PCC members had previously approved an intention to change auditors when the next opportunity arises.	
2023/013	Acceptance of the Independently Examined Financial Statements and Trustees' Report for year ended December 2022 Those present at this meeting were given time to read a paper copy of this document that had already been accepted by the PCC (trustees) and to proffer questions. No queries were raised, therefore Revd Peter asked for agreement to accept the report on behalf of the wider Parish. Motion: the Parish is requested to accept the Independently Examined Financial Statements and Trustees' Report for year ended December 2022. Proposed: Lloyd Page Seconded: Norman Fleming In favour: all present agreed; no objections; no abstentions. Resolved: the above report is accepted on behalf of the wider Parish.	

APCM - Minutes of Meetings held during 2023

Accepted as a true record:

Date:

Reverend Peter ORGAN, Team Rector

NB: This meeting was a continuation of and in order to complete the agenda that had been set for the first part of the APCM meeting held on 21st May 2023, so the reference numbers have been continued into the minutes of the extraordinary meeting.

DRAFT FINAL VERSION – 27.05.2023
Julie Rochefort

Template for Team Church Annual Report to the PCC and for inclusion in the Trustees' End of Year Annual Report and Financial Statement

To be compiled by Clergy / Churchwardens

From: St Barnabas, Downham

Compiled by: Revd Stuart Leck, Team Vicar

For the year ending: 31st December 2023

	Include summaries under the following headings:
1	<p>Mission and Vision, including Services to the Community</p> <p>2023 saw the Church continue to grow as our worshipping life was re-established, alongside introducing new services or patterns of worship.</p> <p>Our worshipping life was maintained with our main services continuing alongside occasional offices and one-off events. A welcomed change this year was the introduction of Bring and Share lunches after the main Sunday Mass on particular Sundays, with a later service start time - to avoid eating our lunch at 11.00 a.m.! We are hoping to develop this pattern over the coming months.</p> <p>Another highlight was a "Songs of Praise" service held in July on our Dedication Sunday which was very successful.</p> <p>Another joy this year was the ability to hold our Summer and Christmas Fayres and a Quiz Night, as well as raising funds for the Church, they provided the opportunity to re-connect with many members of the local community.</p> <p>Our Hall continues to be a resource for the Community although sadly the Pre-School did not return after the summer break.</p> <p>It was good to welcome the various uniformed organisations for Parade Services during the year and to continue to build our links.</p> <p>Contact was also maintained with Downderry and Rangefield Primary Schools through school visits to the Church or assemblies and class visits at the schools and it was great to welcome both schools to the Church for their Carol Services – although not both at the same time!</p> <p>Further afield the Church continued to support the local Whitefoot and Downham Food Project and other Charities including The Children's Society, Bishops Lent Call and Leprosy Mission.</p>
2	<p>Occasional Offices (Baptisms, Weddings, Funerals)</p> <p>During 2023 eight baptisms, 2 Admissions to Communion, a renewal of vows and blessing of marriage service were held and it is always a joy to welcome families to the Church for these lintel moments in their lives. We also hosted the Team Confirmation Service.</p>

	Include summaries under the following headings:
	I also officiated at nine funerals this year, six of which were held in Church and it is a privilege to accompany individuals and families at a time of loss and to offer the opportunity to remember their loved ones and to celebrate their lives in the presence of God.
3	<p>Church Buildings</p> <p>The buildings have been maintained this year with the usual regular checks undertaken and various improvements being made.</p> <p>As with any building approaching 100 years of age, there are always works required and in the medium-term the lighting system in the Church will need upgrading to meet current requirements.</p> <p>The Hall benefited from the sanding of the floor towards the end of the year and there are still a large number of works required to ensure the Hall is maintained to a good standard and continues to meet the needs of the local community.</p> <p>Following the departure of the Pre-School, the Church is looking at the long-term use of the Hall, particularly during the weekdays and how it can better serve the community.</p> <p>The grounds have been maintained by Bill Compton and the Scouts and the rose garden at the front of the Church provides a place of quiet for people to enjoy.</p>
4	<p>Our Finances</p> <p>The financial position of the Church remains satisfactory due to the on-going generosity of God, the congregation and the support of the local community.</p> <p>Overall, the Church generated a surplus of just over £11,500 in 2023, due in part to the Hall income and 2024 will see challenges in this regard following the departure of the Pre-School.</p> <p>As highlighted earlier, the success of the Fayres and Quiz Night raised much needed funds and good stewardship of our resources helped increase the overall funds to £46.2K (£34.7K – 2022).</p> <p>However, there are works planned for the Hall in 2024 that will utilise some of these reserves and alongside the loss of the Pre-School will affect the 2024 budgeted outcome.</p> <p>We met our pledge to the Diocese under the Parish Support Fund of £20,000 in full.</p> <p>The environment in which we operate is challenging and we saw a marked increase in utility costs in 2023 and we were grateful for the grant received from the central Church towards these costs.</p> <p>The DCC continue to monitor the financial situation and ensure that we manage the finances prudently.</p>
5	<p>The Future</p> <p>2023 has been a year of continuing to engage with the wider community and it has been good to see relationships grow, both with individuals but also with community groups within the Parish.</p> <p>Our congregation continues to grow, and it is always a pleasure to welcome new people to the Church.</p>

	Include summaries under the following headings:
	<p>The environment in which we minister and serve is continuing to be challenging and St Barnabas is not immune to these challenges, both in terms of financial pressures but also resources to meet the needs of our local community.</p> <p>As we look to move forward in 2024, we continue to remain focused on God and seek to be a light and reassuring presence within our community.</p>

Team Church Annual Report to the PCC for inclusion in the Trustees' End of Year Annual Report and Financial Statement

From: St John the Baptist

Compiled by: Rev. Peter Organ / Francesca Turner / Julie Rochefort

For the year ending: 31st December 2023

	Include summaries under the following headings:
1	<p>Mission and Vision, including Services to the Community</p> <p>Children's Church has continued to flourish under the supervision of Cynthia Harding and her team.</p> <p>St John's School Rev Peter and Frankie continue to lead worship regularly while the school comes to church at least once a term for Mass.</p> <p>Foodbank – run weekly by the Trussell Trust with volunteers from the church. Serving an increasing number of users during 2023.</p> <p>Music recitals – free monthly Friday lunchtime recitals were organised by our Director of Music during 2023. There will be monthly recitals throughout 2024.</p> <p>Concerts – There were two concerts in 2023: a performance of Mozart's Requiem Mass conducted by Jack Stone (DoM), and a production of Handel's Messiah by The Merry Opera Group.</p> <p>Café Church - held on the last Saturday afternoon of each month was established during autumn 2023 with the aim of exploring interest in holding a more relaxed form of worship. To be evaluated during 2024.</p> <p>The Easter and Christmas services were well attended, and a Watch Night service was conducted at St Barnabas.</p>
2	<p>Occasional Offices</p> <p>There were 14 Baptisms, 1 Wedding and 16 Funerals</p>
	<p>Church and Hall Buildings – condition and maintenance</p> <p><u>Church hall</u></p> <p>Most of the maintenance work carried out during 2023 was completed in order to comply with the current requirements needed for the proposed leasing of the hall to a sole user, an opportunity to earn income as other long-term users had stopped renting the hall.</p> <p>Works included installation of bespoke secondary glazing and loft insulation.</p> <p>The roof continues to be of concern as there are several places which need repair. Because the building is Grade 2 listed, the roof, which was replaced approximately 90 years ago, must be replaced 'like for like'. It is Welsh slate which is the most expensive type of slate.</p> <p>The drains leading from the rectory through the hall grounds were found to have been damaged by tree roots and vegetation; these were repaired.</p>

	<p>Include summaries under the following headings:</p>
	<p>A structural crack was found in the entrance portico and has been made safe by temporary stanchions and danger notices are in place. Repair is scheduled for early spring.</p> <p>As the hall may be used by only one user in the future this has meant other users, Drummers, Brownies and Guides, the Pram Club, Senior Social Club and the First Friday group, are now using the narthex for their activities.</p> <p><u>Church Building</u></p> <p>Rooves</p> <p>The church building has 5 flat rooves and 3 pitched rooves. All were inspected in late December 2022. All the pitched rooves and most of the flat rooves are the originals from 1926/27. The number of leaks increased during 2023. It was decided to concentrate on the renovations to the hall to earn income to prepare for the church roof repairs required in the near future.</p> <p>Guttering and hoppers</p> <p>Several of the heavy hoppers which are original and direct rainwater from the gutters to the drainpipes have moved from their fixings as through age the fixings have worn. Vegetation also hinders their efficacy. Two on the south side of the church have been temporarily repaired and made safe and work has been booked to repair all guttering and hoppers.</p> <p>Boiler room</p> <ul style="list-style-type: none"> • Fire compartmentation works continued: conversion of an original door into a fire door was planned. Permission has been granted by the Archdeacon for the work to proceed and completion is expected in February / March. <p>Kitchenette area</p> <ul style="list-style-type: none"> • The sink, taps and worktops have been replaced in kitchenette area. • Water heater (that provides hot water to the kitchenette sink and toilet sink) failed so had to be replaced. • The small fridge has been swapped for the much larger fridge-freezer from the hall kitchen. <p>Grounds</p> <ul style="list-style-type: none"> • Iron work at front and back gates, and railings bordering front of hall have been repainted by the CPS workers. • Ivy growing up front and side of church hall has been cut at base, allowed to die off, and will be removed in the spring. <p><u>Ongoing Maintenance Issues</u></p> <p>Church</p>

	<p>Include summaries under the following headings:</p> <ul style="list-style-type: none"> • Corona sculpture – a faculty application to allow us to remove (and rehome if possible) the Corona above the nave has been approved by the Diocesan Advisory Committee. The cost of annual inspection of the suspension fixings has become unsustainable (approximately £3.5k - £4.8k pa). Work to remove is planned for the new year and because there have been no offers to take it, the corona will be stored in the oil shed. • Lighting system requires total replacement - although some spotlights have been refurbished there is no available LED replacement for halogen bulbs. • Sound system requires replacement. • Railings required each side of sanctuary steps to support people with mobility issues. • Flooring - replacement in some areas of the church building required. <p>Grounds</p> <ul style="list-style-type: none"> • Border walls x 3 require attention for broken top facings and pointing..
4	<p>Our Finances</p> <p>The role of treasurer was vacant during the first half of 2023 but we are very grateful that one of our regular congregation Amos Eka agreed to take this on from July 2023.</p> <p>Income from the hire of the hall had dropped dramatically during the pandemic and only recovered a little during 2023. In May an opportunity arose to let the hall to a sole user for an extended period and throughout the second half of the year discussions continued into how this could be achieved to the benefit of both parties.</p> <p>Parish Share Fund – In 2023 St John’s met its pledge of £18000 and has pledged £24000 for 2024.</p>
5	<p>The Future</p> <p>Our main aims for the next year include:</p> <ul style="list-style-type: none"> • increasing involvement of children and young people in church life • continuing to repair and improve the fabric of the buildings • opening the Holy Cross chapel as an accessible prayer space on weekdays • commissioning banners to indicate the main church entrance • replacing external noticeboards
6	<p>Wardens</p> <p>In February Frankie was diagnosed with breast cancer and was unable to carry out her role as warden fully. The vast majority of this work was undertaken by Julie and many volunteers from the congregation and great thanks must be recorded for this.</p>

Template for Team Church Annual Report to the PCC and for inclusion in the Trustees' End of Year Annual Report and Financial Statement

From: St Luke's Downham

Compiled by: Rev Nick Walsh, Team Vicar

For the year ending: 31st December 2023

	Include summaries under the following headings:
1	<p>Mission and Vision, including Services to the Community</p> <p>Our vision and Mission Action Plan was produced in September 2022. Our vision is for St Luke's to be a place of life for all who come to our church and to be a source of life for our local community.</p> <p>L – Loving God and Others; I – Inviting; F – Following Jesus Together; E – Economy</p> <p>After much fluctuation over the last few years St Luke's has settled into a stable pattern with an ASA of around 20, though it can be difficult to anticipate who we see each Sunday due to working patterns of members. At least half of those people have joined post-COVID. Despite being a small congregation St Luke's is very active in the community, running or supporting the following projects:</p> <p>The Front Room Club: A community café open on Monday, Tuesday and Friday acting as a safe and supportive place for people who are lonely or struggling with their mental/physical health. The Front Room acts as a hub for other services which include a Parish Nurse providing health and wellbeing advice and intervention (although this role was vacant for much of 2023); sewing classes; seated exercise; a physiotherapist run pain clinic; digital skills support; jumble sales; food and drink; games, activities and social interaction. Our Midday Prayer service at the Front Room on Fridays is attended by between 6 and 18 people, many of whom don't come on Sundays.</p> <p>Children, Youth and Families Work: Thanks to generous grant making bodies supporting us, we have a team of Children, Youth and Family Workers who run a number of activities including Busy Bees Toddler Group; Forest Church; Messy Church at St Mark's; Youth Café; detached youth work in partnership with XLP; and other one off events.</p> <p>Christmas: Christmas services were slightly up on previous years and we were very happy to welcome Catford Community Choir at our Carol Service.</p>

	Include summaries under the following headings:
2	<p>Occasional Offices (Baptisms, Weddings, Funerals)</p> <p>In 2023 St Luke's baptised 3 children and 1 adult.</p> <p>Two funerals took place in the church and our clergy conducted 13 funerals at the crematorium/cemetery. Clergy also conducted 3 burial of ashes.</p> <p>We had one wedding.</p>
3	<p>Church Buildings</p> <p>Our building requires considerable modification to be fit for purpose, including a new heating system, kitchen and offices. We continue to work with our architect on an ambitious building project which may include being able to entirely power the building from solar panels. We are currently undertaking a feasibility study into the works and developing a funding strategy for the projected cost (£1.6 million).</p>
4	<p>Our Finances</p> <p>Unrestricted Balance at 01:01:2023: £19,172.84 (incl. Building Fund: £11,291.69) Unrestricted Balance at 31:12:2023: £12,675.95 (incl. Building Fund: £5,117.69)</p> <p>Restricted Balance at 01:01:2023 - £47,674.48 Restricted Balance at 31:12:2023 - £33,795.89</p> <p>2023 was projected to be a very difficult year for St Luke's finances due to the cost of living/energy crises. Especially a projected threefold rise in electricity costs. Thankfully prudent financial management, successful funding applications combined with a mild winter meant St Luke's fared better than expected.</p> <p>Income: 2023 shows a shift in congregational giving with a 13% reduction in regular Gift Aid giving but a 14% increase in non-gift aid regular giving and a 56% increase in collections. The increase in collections includes donations made through the card reader. Overall voluntary giving has risen by 3% which does not offset the increasing costs, but shows a positive trend. Grants remain the most significant income stream, funding most of our projects. This includes the continuation of existing grants from Lewisham Main Grant, COOP Local Community Fund, Henry Smith Charity, The Sir Richard Whittington Charity plus a significant grant from The National Lottery Community Fund. Therefore grant income has increased by 57%.</p> <p>Expenditure: Salaries represent the most significant expense representing 64% of our expenditure, with Utilities (9%) and General running costs (8%) being the next largest costs. Our salary costs have increased by 117% which represents the staffing required to deliver the new grant funded projects; Admin costs have risen by 245% to support these projects (supported by TNLCF grant). Utility costs have risen by 156%, although this is less than originally predicted. Most other costs have remained largely stable.</p> <p>Overall 2023 ran to a deficit budget with expenditure higher than income, however this was partially spending down grants awarded in the previous years and spending designated funds towards the building project. The 2024 budget has been prepared as a balanced budget, although this largely depends on the continuing impact of the cost of living and energy crisis.</p>

	Include summaries under the following headings:
5	The Future Our goals for the future are: <ol style="list-style-type: none">1. For St Luke's to be known in Downham as a place where people are welcomed and supported.2. To grow our congregations in number, diversity and depth (not just Sunday AM church but FXs, Midweek service(s))3. To establish the St Luke's Community Project with a long-term funding strategy (including social enterprise element)4. To advance our building development project with the aim of transforming St Luke's into a warm, versatile and welcoming space.

Template for Team Church Annual Report to the PCC and for inclusion in the Trustees' End of Year Annual Report and Financial Statement

From: St Mark's Downham

Compiled by: Rev. Nick Walsh, Team Vicar

For the year ending: 31st December 2023

	Include summaries under the following headings:
1	<p>Mission and Vision, including Services to the Community</p> <p>St Mark's ASA remains fairly stable at 12 people. Our singing tutor is helping encourage congregational singing which is slowly having an impact on congregational singing.</p> <p>Our retired clergy have had to reduce the number of services they take at St Mark's due to ill health or covering vacancies at other churches. This means it is becoming harder to cover services with clergy.</p> <p>Messy Church continues to be well attended with an average of 20 children and 15 adults at each monthly session.</p> <p>Our Christmas services were well attended with lots of fun had at our family Carol Service.</p> <p>During the week we run Welcome Club on Wednesday, Thursday and Sunday which provides a warm space with activities, support and a hot meal.</p> <p>Youth Café, which runs afterschool on Fridays at St Mark's and aims to give the young people another place to go and have fun, find support and make friends, continues to go well, settling into an average of 10 young people.</p> <p>Jumble sales continue to be very popular – helping members of the community to get bargains, bringing people into the church buildings, and raising much needed funds.</p>
2	<p>Occasional Offices (Baptisms, Weddings, Funerals)</p> <p>In 2022 St Mark's baptised 0 children and 1 adults</p> <p>No funerals took place in the church - crematorium/cemetery funerals and burial of ashes already accounted for in St Luke's report.</p> <p>We had no weddings.</p>
3	<p>Church Buildings</p> <p>The buildings are really showing their age with a great deal of time and money having to be spent on repairs, redecoration, and maintenance. Lucie and the team have done a wonderful job of improving the appearance but more work needs doing, including to the fence.</p>

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	The grounds are also developing as our gardener and the children who attend Muddy Fingers gardening club are clearing the ground and preparing to plant a sensory garden in spring.
4	<p>Our Finances</p> <p>Unrestricted Balance - 01:01:2023: £44,511.10 (Hall: £3,525.79) Unrestricted Balance at 31:12:2023: £56,490.52 (Hall: £7,118.03) Restricted Balance at 01:01:2023 - £-1,967.82 Restricted Balance at 31:12:2023 – £6,154.46 Dalton Legacy Valuation at 31.12.2023 - £111,948.00</p> <p>2023 saw another year of reduced giving for St Mark's, though this was less of a drop from the previous two years. This was offset by an increase in grant funding for Welcome Club and Youth Café, as well as increased hall rental income.</p> <p>This year also saw an increase in expenditure due to increased activity and a renewed commitment to maintenance and repairs. This has seen the church open and running activities for the local community on a regular basis leading to an increase in utilities and staff costs.</p> <p>To cover the costs of maintenance and community activities the decision was made to sell £50,000 worth of shares from the Dalton Legacy investment. This has provided a much-needed injection of cash, whilst retaining a significant capital sum in the legacy.</p> <p>Priorities for 2024 include increasing congregational giving and other forms of income, as well as significant investment in the building and community work.</p>
5	<p>The Future</p> <p>Our goals for the future are:</p> <ol style="list-style-type: none"> 1. Address issues of sustainability (lack of volunteers, shortage of clergy cover, financial resilience) 2. Develop the Community Work (Welcome Club, Little Lanterns, Youth Café, Gardening Club) at St Mark's 3. Undertake renovation and maintenance work on the site; including the porch.

**PAROCHIAL CHURCH COUNCIL
OF THE CATFORD (SOUTHEND)
& DOWNHAM TEAM MINISTRY**

Registered charity number 1142353

**INDEPENDENTLY EXAMINED
FINANCIAL STATEMENTS AND TRUSTEES' REPORT**
for the year ended
31 December 2023

*BizNav, Chartered Accountants
36 Scotts Road
Bromley
Kent
BR1 3QD*

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
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Parochial Church Council Of The Catford (Southend) & Downham Team Ministry

CHARITY INFORMATION

Year Ended 31 December 2023

The Charity Trustees – Parochial Church Council (PCC) Members

Ministers and Secretary	Reverend Peter Organ	Team Rector & Vicar St John the Baptist (Chair) (Appointed 08 Nov 2021)
	Reverend Stuart Leck	Team Vicar St Barnabas and Deputy Chairperson of the PCC
	Reverend Nicholas Walsh Julie Rochefort	Team Vicar St Luke's and St Mark's Secretary to the PCC(And Lay member to St. John's)
St. Barnabas Church Members	Joan Cooke	Lay Member/Southwark Pastoral Auxiliary (Appointed 15 May 2022)
	Lloyd PAGE	Lay Member
St. John's Church Members	Francesca Turner	Church Warden (Appointed 15 May 2022)
	Julie Rochefort	Church Warden (Appointed 15 May 2022)
	Sonia Jackson	Deanery Synod Representative (2020-23)
	Cynthia Harding	Deanery Synod Representative (2020-23)
	Clare Stell	Deanery Synod Representative (Appointed 15th May 2022 - Resigned Dec 2022)
	Amos Eka Ian Stell	Lay Member (Appointed 15 May 2022) Lay Member/Treasurer (Appointed 15th May 2022 - Resigned Dec 2022)
St. Luke's Church Members	Norman Fleming	Church Warden
	Dave Mcklow	Church Warden
	Felicia Asante	Deanery Synod Representative (Appointed 15 May 2022)
	Cheryl Fleming	Lay Member
	Felicia Asante	Lay Member (Appointed 16 May 2022)
St. Mark's Church Members	Chinwe Egwuagu	Church Warden

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
CHARITY INFORMATION
Year Ended 31 December 2023

Details For Correspondence Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
Principal office: 353 Bromley Road, Catford, London SE6 2RP
Registered Charity No.: 1142353
PCC Secretary: Julie Rochefort

Advisers BizNav, Chartered Accountants
36 Scotts Road
Bromley
Kent
BR1 3QD
Shahzad@biznavca.co.uk

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

The Trustees present their annual report together with the financial statements for the period 1 January 2023 to 31 December 2023

1.1 Aims and Purposes

The Parochial Church Council (PCC) of the Catford (Southend) and Downham Team Ministry is committed to working with the Rector and Team Vicars in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical in a challenging social and community environment.

Background

The Parish serves a large population of approximately 35,000 residents in a demographically diverse, vibrant, multi-cultural and multi-ethnic area. Housing in this area is largely composed of small, terraced housing and flats with a mixture of freehold and rented accommodation. There is a degree of social deprivation, overcrowding, social problems and unemployment. Phoenix Community Housing Association is the main social housing provider.

The Team Ministry

Situated in the south of the London Borough of Lewisham the Team Ministry serves the four individual church parishes of St Barnabas Downham, St John the Baptist Catford, St Luke's Downham, and St Mark's North Downham. It is part of the Diocese of Southwark and the Archdeanery of Lewisham and Greenwich.

The Parochial Church Council

When planning activities for the year the PCC and the District Church Councils (DCCs) of each individual church consider the Charity Commission's guidance on public benefit and in particular, the supplementary guidance to charities for the advancement of religion. Our aim is to enable ordinary people to live out their faith as part of our parish community through:

- Provision of resources and facilities for worship and prayer in a welcoming and inclusive environment, so that people may learn about the Gospel and develop their knowledge and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work, thereby providing a vital contribution to social cohesiveness in a diverse community.

1.2 Policies and Objectives

Mission Action Plans (MAPs)

Overall aims are developed into objectives through the development by each church of a Mission Action Plan, and church members are actively involved in implementing this work as an expression of their Christian faith.

Financial Statements, Parish Property, Policies

The PCC is responsible for the production of the financial statements of the Parish and for the oversight of Parish properties. It is the main forum for developing and approving Parish policies.

Safeguarding Duty

We take our safeguarding responsibilities seriously and throughout the year have paid due regard to the Church of England's safeguarding policy and procedures.

For the year 2023 the Trustees resolve that we have complied with our duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, the duty to have due regard to the House of Bishop's guidance on safeguarding children and adults who may be vulnerable, and responding to domestic abuse.

Safeguarding Officers are in post for each of our four churches and DBS checks are undertaken in accordance with Church of England (CoE) guidance.

The latest CoE policy document and manual 'A Safe Church' can be found on this website:

<https://southwark.anglican.org/safeguarding/diocesan-policies-procedures/>

The Diocesan Safeguarding Team can be contacted on: 020 7939 9476

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

1.3 Public Benefit Achievements

Services to the Community by the Team Churches

During 2023 our Team churches were reopening and gradually re-establishing normal working life after the restrictions during the previous two years of the SARS-CoV-2 respiratory virus pandemic

St Barnabas Church

Mission and Vision, including Services to the Community

2023 saw the Church gradually re-opening after two years of restrictions and challenges and it was good to welcome people back through the doors again.

Our worshipping life was gradually re-established with our main services continuing alongside occasional offices and one-off events. A highlight was a "Songs of Praise" service held in July on our Dedication Sunday which was very successful and will be repeated in future years

Another joy this year was the ability to hold our Summer and Christmas Fayres and, as well as raising funds for the Church, they provided the opportunity to re-connect with many members of the local community.

Our Hall continues to be a resource for the community and we completed the roof repairs at the end of 2021 which ensured that the Hall remained fit for purpose, although there are still substantial repairs required.

It was good to welcome the various uniformed organisations for Parade Services during the year and to continue to build our links. Links were maintained with the Pre-School that meets in the Hall during term-time.

Contact was also maintained with Downderry and Rangefield Primary Schools through school visits to the Church or assemblies and class visits at the schools.

Further afield the Church continued to support the local Whitefoot and Downham Food Project and other Charities including The Children's Society, Bishops Lent Call and Leprosy Mission.

Occasional Offices (Baptisms, Weddings, Funerals)

During 2023 two weddings were held at St Barnabas as well as three baptisms and it is always a joy to welcome families to the Church for these lintel moments in their lives. Father Stuart also officiated at twelve funerals this year, five of which were held in Church and it is a privilege to accompany individuals and families at a time of loss and to offer the opportunity to remember their loved ones and to celebrate their lives in the presence of God.

Church Buildings

The buildings have been maintained this year with the usual regular checks undertaken and various improvements being made.

In respect of the Church we purchased a new accessible ramp which has improved the access arrangements for all.

The Hall benefited from the roof repairs that were completed at the end of 2021 and other minor improvements. As highlighted above, there are still significant repairs required and these need to be a focus for 2023.

The grounds have been maintained by Bill Compton and the Scouts and the rose garden at the front of the Church provides a place of quiet for people to enjoy.

Our Finances

The financial position of the Church remains satisfactory due to the on-going generosity of God, the congregation and the support of the local community.

Overall, the Church generated a surplus of just over £11,500 in 2023, due in part to the Hall income and 2024 will see challenges in this regard following the departure of the Pre-School.

As highlighted earlier, the success of the Fayres and Quiz Night raised much needed funds and good stewardship of our resources helped increase the overall funds to £46.2K (£34.7K – 2022).

However, there are works planned for the Hall in 2024 that will utilise some of these reserves and alongside the loss of the Pre-School will affect the 2024 budgeted outcome.

We met our pledge to the Diocese under the Parish Support Fund of £20,000 in full.

The environment in which we operate is challenging and we saw a marked increase in utility costs in 2023 and we were grateful for the grant received from the central Church towards these costs.

The DCC continue to monitor the financial situation and ensure that we manage the finances prudently.

The Future

2023 has been a year of re-opening and re-engaging with the wider community and it has been good to see relationships grow, both with individuals but also with community groups within the Parish.

The environment in which we minister and serve is continuing to be challenging and St Barnabas is not immune to these challenges.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

As we look to move forward in 2024 we continue to remain focused on God and seek to be a light and reassuring presence within our community.

St John the Baptist Church
Mission and Vision, including Services to the Community

Children's Church has continued to flourish under the supervision of Cynthia Harding and her team.
 St John's School Rev Peter and Frankie continue to lead worship regularly while the school comes to church at least once a term for Mass.
 Foodbank – run weekly by the Trussell Trust with volunteers from the church. Serving an increasing number of users during 2023.
 Music recitals – free monthly Friday lunchtime recitals were organised by our Director of Music during 2023. There will be monthly recitals throughout 2024.
 Concerts – There were two concerts in 2023: a performance of Mozart's Requiem Mass conducted by Jack Stone (DoM), and a production of Handel's Messiah by The Merry Opera Group.
 Café Church - held on the last Saturday afternoon of each month was established during autumn 2023 with the aim of exploring interest in holding a more relaxed form of worship. To be evaluated during 2024.
 The Easter and Christmas services were well attended, and a Watch Night service was conducted at St Barnabas.

Occasional Offices

There were 14 Baptisms, 1 Wedding and 16 Funerals

Church and Hall Buildings – condition and maintenance

Church hall

Most of the maintenance work carried out during 2023 was completed in order to comply with the current requirements needed for the proposed leasing of the hall to a sole user, an opportunity to earn income as other long-term users had stopped renting the hall.
 Works included installation of bespoke secondary glazing and loft insulation.
 The roof continues to be of concern as there are several places which need repair. Because the building is Grade 2 listed, the roof, which was replaced approximately 90 years ago, must be replaced 'like for like'. It is Welsh slate which is the most expensive type of slate.
 The drains leading from the rectory through the hall grounds were found to have been damaged by tree roots and vegetation; these were repaired.
 A structural crack was found in the entrance portico and has been made safe by temporary stanchions and danger notices are in place. Repair is scheduled for early spring.
 As the hall may be used by only one user in the future this has meant other users, Drummers, Brownies and Guides, the Pram Club, Senior Social Club and the First Friday group, are now using the narthex for their activities.

Church Building

Rooves

The church building has 5 flat rooves and 3 pitched rooves. All were inspected in late December 2022. All the pitched rooves and most of the flat rooves are the originals from 1926/27. The number of leaks increased during 2023. It was decided to concentrate on the renovations to the hall to earn income to prepare for the church roof repairs required in the near future.

Guttering and hoppers

Several of the heavy hoppers which are original and direct rainwater from the gutters to the drainpipes have moved from their fixings as through age the fixings have worn. Vegetation also hinders their efficacy. Two on the south side of the church have been temporarily repaired and made safe and work has been booked to repair all guttering and hoppers.

Boiler room

- Fire compartmentation works continued: conversion of an original door into a fire door was planned. Permission has been granted by the Archdeacon for the work to proceed and completion is expected in February / March.

Kitchenette area

- The sink, taps and worktops have been replaced in kitchenette area.
- Water heater (that provides hot water to the kitchenette sink and toilet sink) failed so had to be replaced.
- The small fridge has been swapped for the much larger fridge-freezer from the hall kitchen.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

Grounds

- Iron work at front and back gates, and railings bordering front of hall have been repainted by the CPS workers.
- Ivy growing up front and side of church hall has been cut at base, allowed to die off, and will be removed in the spring.

Ongoing Maintenance Issues

Church

- Corona sculpture – a faculty application to allow us to remove (and rehome if possible) the Corona above the nave has been approved by the Diocesan Advisory Committee. The cost of annual inspection of the suspension fixings has become unsustainable (approximately £3.5k - £4.8k pa). Work to remove is planned for the new year and because there have been no offers to take it, the corona will be stored in the oil shed.
- Lighting system requires total replacement - although some spotlights have been refurbished there is no available LED replacement for halogen bulbs.
- Sound system requires replacement.
- Railings required each side of sanctuary steps to support people with mobility issues.
- Flooring - replacement in some areas of the church building required.

Grounds

- Border walls x 3 require attention for broken top facings and pointing.

Our Finances

The role of treasurer was vacant during the first half of 2023 but we are very grateful that one of our regular congregation Amos Eka agreed to take this on from July 2023.

Income from the hire of the hall had dropped dramatically during the pandemic and only recovered a little during 2023. In May an opportunity arose to let the hall to a sole user for an extended period and throughout the second half of the year discussions continued into how this could be achieved to the benefit of both parties.

Parish Share Fund – In 2023 St John's met its pledge of £18000 and has pledged £24000 for 2024.

The Future

Our main aims for the next year include:

- increasing involvement of children and young people in church life
- continuing to repair and improve the fabric of the buildings
- opening the Holy Cross chapel as an accessible prayer space on weekdays
- commissioning banners to indicate the main church entrance
- replacing external noticeboards

Wardens

In February Frankie was diagnosed with breast cancer and was unable to carry out her role as warden fully. The vast majority of this work was undertaken by Julie and many volunteers from the congregation and great thanks must be recorded for this.

St Luke's Church

Mission and Vision, including Services to the Community

Our vision and Mission Action Plan was produced in September 2022. Our vision is for St Luke's to be a place of life for all who come to our church and to be a source of life for our local community.

L – Loving God and Others; I – Inviting; F – Following Jesus Together; E – Economy

After much fluctuation over the last few years St Luke's has settled into a stable pattern with an ASA of around 20, though it can be difficult to anticipate who we see each Sunday due to working patterns of members. At least half of those people have joined post-COVID. Despite being a small congregation St Luke's is very active in the community, running or supporting the following projects:

The Front Room Club: A community café open on Monday, Tuesday and Friday acting as a safe and supportive place for people who are lonely or struggling with their mental/physical health. The Front Room acts as a hub for other services which include a Parish Nurse providing health and wellbeing advice and intervention (although this role was vacant for much of 2023); sewing classes; seated exercise; a physiotherapist run pain clinic; digital skills support; jumble sales; food and drink; games, activities and social interaction. Our Midday Prayer service at the Front Room on Fridays is attended by between 6 and 18 people, many of whom don't come on Sundays.

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Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

Christmas: Christmas services were slightly up on previous years and we were very happy to welcome Catford Community Choir at our Carol Service.

Occasional Offices (Baptisms, Weddings, Funerals)

In 2023 St Luke's baptised 3 children and 1 adult.

Two funerals took place in the church and our clergy conducted 13 funerals at the crematorium/cemetery. Clergy also conducted 3 burial of ashes.

We had one wedding.

Church Buildings

Our building requires considerable modification to be fit for purpose, including a new heating system, kitchen and offices. We continue to work with our architect on an ambitious building project which may include being able to entirely power the building from solar panels. We are currently undertaking a feasibility study into the works and developing a funding strategy for the projected cost (£1.6 million).

Our Finances

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Unrestricted Balance at 31:12:2023: £12,675.95 (incl. Building Fund: £5,117.69)

Restricted Balance at 01:01:2023 - £47,674.48

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The Future

Our goals for the future are:

For St Luke's to be known in Downham as a place where people are welcomed and supported.

To grow our congregations in number, diversity and depth (not just Sunday AM church but FXs, Midweek service(s)

To establish the St Luke's Community Project with a long-term funding strategy (including social enterprise element)

To advance our building development project with the aim of transforming St Luke's into a warm, versatile and welcoming space.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

St Mark's Church

Mission and Vision, including Services to the Community

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We had no weddings.

Church Buildings

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The grounds are also developing as our gardener and the children who attend Muddy Fingers gardening club are clearing the ground and preparing to plant a sensory garden in spring.

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Restricted Balance at 01:01:2023 - £-1,967.82

Restricted Balance at 31:12:2023 – £6,154.46

Dalton Legacy Valuation at 31.12.2023 - £111,948.00

2023 saw another year of reduced giving for St Mark's, though this was less of a drop from the previous two years. This was offset by an increase in grant funding for Welcome Club and Youth Café, as well as increased hall rental income.

This year also saw an increase in expenditure due to increased activity and a renewed commitment to maintenance and repairs. This has seen the church open and running activities for the local community on a regular basis leading to an increase in utilities and staff costs.

To cover the costs of maintenance and community activities the decision was made to sell £50,000 worth of shares from the Dalton Legacy investment. This has provided a much-needed injection of cash, whilst retaining a significant capital sum in the legacy.

Priorities for 2024 include increasing congregational giving and other forms of income, as well as significant investment in the building and community work.

The Future

Our goals for the future are:

Address issues of sustainability (lack of volunteers, shortage of clergy cover, financial resilience)

Develop the Community Work (Welcome Club, Little Lanterns, Youth Café, Gardening Club) at St Mark's

Undertake renovation and maintenance work on the site; including the porch.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

1.4 Financial Review

The Parish continued to grow and develop in 2023 as we maintained and built on the worshipping and community life of the four churches following the pandemic. This continued growth is reflected in the financial report that follows.

The overall financial position of the Parish fell slightly from total funds of £926,121 (2022) to £904,941 (2023) – a decrease of £21,181. Within this overall position, £580,000 relates to the valuation of the clergy house (£553,000 – 2022).

The decrease in overall funds was generated by a decrease of £9,572 in net current assets and a decrease of £11,608 in fixed assets and investments. The decrease in fixed assets and investments included a gain of £27,000 on the revaluation of the freehold property and a reduction in the value of the fixed asset investments of £38,066.

This reduction in the fixed asset investment is partly due to the drawn down of part of the Dalton Legacy at St Mark's to meet the running cost of that Church.

Congregational giving held up during the year (£84,979 - 2023; £83,058 – 2022) and donations held level at £6,778 (£7,466 – 2022) and we are grateful for the faithfulness of the congregations in supporting the mission of the Parish in challenging circumstances.

Grant income increased to £120,103 (£76,530 – 2022) and these covered a range of activities across the four churches, primarily St. Luke's, which saw a commensurate increase in staffing costs for their various Projects.

In respect of the charitable activities of the Parish, income from Hall lets decreased to £72,295 (£103,651 - 2022). This reflected the loss of the Pre-School at St. Barnabas from September and the Breakfast and After-School Club at St. John's.

During 2023, St. John's entered into an Agreement with the Lewisham Foodbank to lease their Hall and the revenue from this arrangement will be reflected fully in the 2024 Accounts.

Fees from the occasional offices fell to £7,873 (£8,126 – 2022)

Investment income increased to £20,389 (£18,897- 2022).

In respect of the direct costs of the Parish these increased to £302,416 (£267,013 - 2022).

The main driver of this increase is the increase in utility bills across both the church buildings and the Halls. Several of the fixed tariffs ended in 2023 and whilst the tariffs have been re-fixed, the underlying rates are higher.

Works were carried out to the four churches and halls, some of which was covered by grant income.

In respect of the Parish Support Fund this was paid in full by the team churches based on their 2023 pledges, with an £8,192 uplift on the 2022 payments achieved in 2023.

Staff costs (non-clergy) across the parish increased to £140,159 (2023) from £70,847 (2022) and the increase relates to grant funded posts.

At the end of the year, debtors increased to £11,459 (£10,307 - 2022) and creditors increased to £46,711 (£15,756 – 2022).

Cash held at the bank increased to £247,471 (£227,240- 2022). Within this approx. £66,000 are restricted funds.

As with all organisations the Parish is conscious of the increase in utility costs and associated costs due to the current economic environment and will keep a close watch on expenditure.

Overall, the churches are in a satisfactory position and it is anticipated that during 2024 the activities of the Parish will continue to grow with the associated impact on the income and expenditure across the churches and halls.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

Going Concern

After making appropriate enquiries the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the PCC continues to adopt the going concern basis in preparing the financial statements.

Investment Policy and Performance

The investments are held by the Diocese of Southwark and the Returns are considered to be acceptable and are monitored by the District Church Councils concerned.

Reserves Policy

Each DCC aims to maintain a balance on unrestricted funds equal to 50% of annual unrestricted outgoings, to smooth out fluctuations in cash flow and to meet emergencies. All churches of the Parish achieved this aim. The PCC reviews the financial position of each church, including reserve levels, on a regular basis.

Structure, Governance and Management

The Team Ministry for the benefice and parish of Catford (Southend) and Downham came into effect on 25th April 2012.

It was registered with the Charities Commission in 2011 as The Parochial Church Council of the Ecclesiastical Parish of Catford (Southend) and Downham, having previously been a charity excepted from registration. Charity number: 1142353.

The Parochial Church Council (PCC)

Management of the Charity is the responsibility of the Incumbent (Team Rector) and PCC whose members are elected and co-opted under the:

Parochial Church Councils (Powers) Measure 1956 as amended.

Full text of currently amended form: www.legislation.gov.uk/ukcm/Eliz2/4-5/3/contents

and

Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended), latest revision 2020.

www.legislation.gov.uk/ukcm/1969/2/schedule/3

Responsibilities:

- Supervision of parish property (eg: approval of Faculty applications)
- Responses to matters passed down by deanery or diocesan synods
- Parish policies
- Producing the financial statement of the parish
- Identification of principal risks and uncertainties facing the charity together with plans and strategies for managing those risks.

In accordance with the terms of the Pastoral Scheme the day-to-day operational responsibility for mission, the maintenance of church buildings and production of an Electoral Roll is delegated to the District Church Councils (DCCs) of each of the four team churches.

During 2022 the churchwardens of each team church, who are members both of their own DCC and the PCC, provided a template report to each meeting of the PCC which provided assurance to the charity trustees on the areas of responsibility of their individual DCC.

In accordance with Charity Commission requirements the 2022 Annual Report and Accounts have been independently audited by a firm of chartered accountants and auditors (see section 2.0 below).

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE TRUSTEES
Year Ended 31 December 2023

Method of Appointment of Trustees (PCC Members):

The Pastoral Scheme holds that the Church Representation Rules apply to the constitution, meetings and procedure of both the DCCs and PCC within this team ministry which includes the method of appointment of members and the numbers to be appointed by each Team Church.

Membership of the PCC:

- Team Rector (chairperson)
- Team Vicars
- Reader (x1)
- Churchwardens x2 of each team church
- Southwark Pastoral Auxiliary (licensed by Bishop to minister within the Parish)
- Deanery synod representatives* (numbers per church - see table below)
- Lay representatives** (numbers per church - see table below)
- Co-opted members (up to 2)

Deanery Synod Representatives:

Elected from members of the respective congregations on each church's electoral roll to serve a one year term on the PCC

Team Ministry Church

Number of Deanery Synod members

St Barnabas 3

St Luke's 1

St John the Baptist 4

St Mark's 1

Lay Representatives of the PCC:

Lay members of the PCC are elected from members of the respective congregations who are on each church's Electoral Roll. All baptised persons over the age of 16 years who are members of the congregations are encouraged to register on the Electoral Roll and stand for election to the District Church Councils of the individual churches, and to the PCC. A maximum of two lay representatives to the PCC may be elected by each team church. Other PCC Members are co-opted or are ex-officio. New members receive initial familiarisation with the workings of the committees.

All PCC Members:

In order to serve as a Charity Trustee on the PCC all members are first required to self-certify by signing two forms according to Charity Commission guidelines:

- PCC Member Trustee Eligibility Declaration - to confirm that they are not disqualified by law from acting as a charity trustee, and
- HMRC Fit and Proper Persons Declaration – to confirm that they are not and have never been involved in fraudulent behaviour (such as tax avoidance, misrepresentation, identity theft) and that they will seek to ensure that the charity's funds and any charity tax reliefs received by the charity are only used for charitable purposes.

These forms, along with a Member's Contact Details form are used and stored in accordance with the PCC's General Data Protection Regulations Privacy Notice for Members.

PCC Meetings held during 2023

The PCC met 3 times during 2023 and each of these meetings was quorate.

PCC Volunteers

The Trustees would like to thank all the volunteers who work so hard to make our four churches the lively and vibrant communities they are. Specifically, our churchwardens who work tirelessly on our behalf. Thanks also go to the secretaries of the DCCs for their gifts of administration, and to local retired clergy who have so kindly given of their time voluntarily to support all the team churches over the past year. Their pastoral care and wisdom are treasured by our congregations.

**Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
STATEMENT OF TRUSTEES' RESPONSIBILITIES
Year Ended 31 December 2023**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are required by the Charities Act 2011 to prepare accounts each financial year which give a true and fair view of the state of affairs of the charity at the end of the financial year and of its financial activities for that period. In preparing those accounts, the Trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether the policies adopted are in accordance with the Statement of Recommended Practice, 'Accounting by Charities' with applicable accounting standards;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on.....and signed on their behalf by:

.....
.....
Reverend Peter Organ
Chair of the PCC and Trustees

Sonia Jackson
Trustee

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
REPORT OF THE INDEPENDENT EXAMINER
Year Ended 31 December 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PAROCHIAL CHURCH COUNCIL OF THE CATFORD (SOUTHEND) & DOWNHAM

I report to the trustees on my examination of the Parochial Church of the Catford (Southend) & Downham for the year ended 31 December 2022.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the charity 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 Charity'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.

BASIS OF INDEPENDENT EXAMINER'S REPORT

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

INDEPENDENT EXAMINER'S STATEMENT

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Name:	Shahzad Fayyaz
Organisation:	BizNav, Chartered Accountants
Relevant professional qualification or body:	Institute of Chartered Accountants in England & Wales
Address:	36 Scotts Road, Bromley, BR1 3QD
Date:	10- July 2024

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
STATEMENT OF FINANCIAL ACTIVITIES
Year Ended 31 December 2023

		Unrestricted Funds	Restricted Funds	Total funds	Total funds
	Note	2023 £	2023 £	2023 £	2022 £
INCOME					
Donations and legacies	2	111,019	112,453	223,472	180,840
Other charitable activities	3 - 4	105,962	35,218	141,180	162,783
Investments	5	20,389	-	20,389	18,897
Total Income		237,370	147,671	385,041	362,520
EXPENDITURE					
Raising funds	6	-	538	538	7,734
Charitable activities	7 - 9	292,044	152,574	444,618	340,139
Total Expenditure		292,044	153,112	445,156	347,873
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)					
		(54,674)	(5,441)	(60,115)	14,648
Net Gains/(Losses) on Investments	10	11,934	-	11,934	(19,915)
NET INCOME/(EXPENDITURE) BEFORE TRANSFERS					
		(42,740)	(5,441)	(48,181)	(5,268)
Transfers between Funds	20	-	-	-	-
NET INCOME/(EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES					
		(42,740)	(5,441)	(48,181)	(5,268)
Prior year adjustment	20			0	(819)
Increase/(Decrease) in Property Valuation	15	27,000	-	27,000	10,000
NET MOVEMENT IN FUNDS					
		(15,740)	(5,441)	(21,181)	3,914
RECONCILIATION OF FUNDS					
Total Funds Brought Forward		854,798	71,323	926,121	922,207
Total Funds Carried Forward		839,059	65,882	904,941	926,121

All activities relate to continuing operations.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
BALANCE SHEET
Year Ended 31 December 2023

		2023		2022	
	Note	£	£	£	£
FIXED ASSETS					
Tangible fixed assets	15		580,773		554,316
Investments	16		<u>111,948</u>		<u>150,014</u>
			692,722		704,330
CURRENT ASSETS					
Debtors	17	11,459		10,307	
Cash at bank and in hand		<u>247,471</u>		<u>227,240</u>	
		258,930		237,547	
CREDITORS: Amounts falling due within one year	18	<u>(46,711)</u>		<u>(15,756)</u>	
NET CURRENT ASSETS			<u>212,220</u>		<u>221,792</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>904,941</u>		<u>926,121</u>
CREDITORS: Amounts falling due after one year	19		-		-
Net Assets			<u>904,941</u>		<u>926,121</u>
CHARITY FUNDS					
Restricted funds			65,882		71,323
Unrestricted fund			<u>839,059</u>		<u>854,798</u>
Total Funds	20		<u>904,941</u>		<u>926,121</u>

For the year ending 31 December 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

They were approved by the trustees on.....and signed on their behalf:

.....
Reverend Peter Organ
Chair of the PCC and Trustees

.....
Sonia Jackson
Trustee

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 December 2023

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the Historical Cost Convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) AND Charities Act 2011.

Parochial Church Council of the Catford (Southend) & Downham constitutes a public benefit entity as defined by FRS 102.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date in which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Charity, or the Charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 December 2023

1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management carried out at headquarters. Governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the Charity's educational operations, including support costs and costs relating to the governance of the Charity apportioned to charitable activities.

All resources expended are inclusive of irrecoverable VAT.

1.5 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold property	- Capitalised at cost plus revaluation gains (No depreciation)
Equipment	- 20% straight-line

1.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities.

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 December 2023

1.8 Debtors

Trade and other debtors are recognised at the settlement amount after and trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.10 Liabilities and provision

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that they Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.11 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Collections	84,979		84,979	83,058
Donations (Recurring and Non)	4,491	2,287	6,778	7,466
Legacies	-	180	180	-
Grants	11,344	108,759	120,103	76,530
Similar incoming resources	10,206	1,227	11,433	13,786
Total donations and legacies	111,019	112,453	223,472	180,840

In 2023, total donations & legacies was allocated £111,019 (2022: £99,510) to unrestricted funds and £112,453 (2022: £81,330) to restricted funds.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 December 2023

3. FUNDRAISING INCOME

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Appeals and events	2,701		2,701	2,352

In 2023, the total fundraising income was £2,701 (2022: £2,352) relating to unrestricted funds .

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Hall rent received	72,295	-	72,295	103,651
Parochial fees	1,008	6,865	7,873	8,126
Magazine sales and other trading activity	5,922	5,652	11,574	19,996
Other incoming resources	24,035	22,701	46,736	26,700
Deposit held			-	1,957
Total income from charitable activities	103,261	35,218	138,479	160,431

5. INVESTMENT INCOME

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Investment income	20,389	-	20,389	18,897

In 2023, the total investment income was £20,389(2022: £18,897) relating to unrestricted funds.

6. COST OF FUNDRAISING

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Weekly envelopes	-	538	538	7,734

In 2023, the total cost of fundraising was £538 (2022: £7,734) relating to unrestricted funds.

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 December 2023

7. DIRECT COSTS

	Ministry 2023 £	Total 2023 £	Total 2022 £
Church/Hall insurance	18,831	18,831	16,948
Children and youth work	2,930	2,930	5,088
Church/Hall maintenance	15,754	15,754	15,579
Utility bills	44,036	44,036	31,285
Service expenses	4,997	4,997	5,690
Clergy expenses	4,122	4,122	3,249
Church/Hall major repairs	50,643	50,643	45,665
Parish share to Diocese	56,360	56,360	48,168
Parochial fees to Diocese	10,081	10,081	6,951
Church/Hall running costs	60,151	60,151	44,242
Clergy house insurance etc.	1,876	1,876	4,600
Secretarial, legal and bank charges	8,657	8,657	12,836
Mission and evangelism	3,256	3,256	5,776
Church/Hall exceptional payments	20,722	20,722	20,937
	<u>302,416</u>	<u>302,416</u>	<u>267,013</u>

8. SUPPORT COSTS

	Ministry 2023 £	Total 2023 £	Total 2022 £
Staff Costs	140,159	140,159	70,847
Depreciation	543	543	779
	<u>140,702</u>	<u>140,702</u>	<u>71,626</u>

9. GOVERNANCE COSTS

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Independent Examiner's fees and accountancy	1,500	-	1,500	1,500

Parochial Church Council Of The Catford (Southend) & Downham Team Ministry
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 December 2023

10. NET GAINS / (LOSSES) ON INVESTMENTS

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Gain on investment securities				-
Revaluation gain/(loss)	11,934	-	11,934	(19,915)
Total	11,934	-	11,934	(19,915)

11. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2023 £	Depreciation 2023 £	Other costs 2023 £	Total 2023 £	Total 2022 £
Cost of fundraising	-	-	538	538	7,734
Costs of generating funds	-	-	538	538	7,734
Direct costs	140,159	543	302,416	443,118	338,639
Expenditure on governance	-	-	1,500	1,500	1,500
Total Expenditure	140,159	543	304,454	445,156	347,873

12. TURNOVER

All turnover arose within the United Kingdom.

13. NET INCOMING RESOURCES / (RESOURCES EXPENDED)

This is stated after charging:

	Total 2023 £	Total 2022 £
Depreciation of tangible fixed assets: Owned by the Charity	543	779

During the year one Trustee received £5,873.44 for their employment as an Administrator at one of the Team churches.

These payments were on normal commercial terms for the work undertaken. (2022: £1,364.91)

During the year, no Trustees received any remuneration (2022: £Nil).

During the year, no Trustees received any benefits-in-kind (2022: £Nil).

Vicar of St Luke's & St Mark's and PCC Trustee received £2979.07 clergy expenses in 2023 (2022: £1,515.46).

Vicar of St Barnabas and PCC Trustee received £620.31 clergy expenses in 2023 (2022: £587.74).

One PCC Trustee of St John's received £523.11 clergy expenses in 2023 (2022: £118.10).

14. EXAMINER'S REMUNERATION

The Independent Examiner's remuneration amounts to £1,500 (2022:£1,500)

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 NOTES TO THE FINANCIAL STATEMENTS
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15. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Total £
COST			
At 1 January 2023	553,000	27,330	580,330
Additions	-	-	-
Revaluations	27,000	-	27,000
At 31 December 2023	<u>580,000</u>	<u>27,330</u>	<u>607,330</u>
DEPRECIATION			
At 1 January 2023		26,014	26,014
Charge for the year		543	543
On disposals	-	-	-
At 31 December 2023	<u>-</u>	<u>26,557</u>	<u>26,557</u>
NET BOOK VALUE			
At 31 December 2023	<u>580,000</u>	<u>773</u>	<u>580,773</u>
At 1 January 2023	<u>553,000</u>	<u>1,316</u>	<u>554,316</u>

16. FIXED ASSET INVESTMENTS

	Listed Securities £	
MARKET VALUE		
At 1 January 2023	150,014	
Disposals	(47,769)	
Additions		
Revaluations/(Impairment)	9,704	
At 31 December 2023	<u>111,948</u>	
Historical Cost		
	<u>111,948</u>	
	<u>150,014</u>	
	2023	2022
	£	£
Investments at market value comprise:		
Listed investments	<u>111,948</u>	<u>150,014</u>

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17. DEBTORS: amounts falling due within one year

	2023	2022
	£	£
Other Debtors	11,459	10,307
	<u>11,459</u>	<u>10,307</u>

18. CREDITORS: amounts falling due within one year

	2023	2022
	£	£
Other loans	-	-
Trade creditors	35,100	12,686
Other creditors	4,348	1,726
Net wages	7,263	1,344
	<u>46,711</u>	<u>15,756</u>

19. CREDITORS: amounts falling due after more than one year

	2023	2022
	£	£
Other loans	-	-
	<u>-</u>	<u>-</u>

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 NOTES TO THE FINANCIAL STATEMENTS
 Year Ended 31 December 2023

20. STATEMENT OF FUNDS

	Description	Balance at 1 January 2023	Income	Expenditure	Transfer	Gains/ (Losses)	Balance at 31 December 2023
		£	£	£	£	£	£
Unrestricted funds							
	a	44,907					44,907
	b	809,891	242,752	(292,082)		38,934	799,495
		854,798	242,752	(292,082)	-	38,934	844,402
Restricted funds							
	c	28,977	78,192	(78,607)			28,562
	d	5,407		(595)			4,812
	e	11,864		(838)			11,026
	f	533		0			533
	g	16,718	35,226	(50,513)			1,432
	k	2,131					2,131
	l	500			(500)		0
	o	658	725	(1,301)			82
	q	1,060					1,060
	r	1,782	180	(545)			1,417
	s	-	502	(502)			0
	u	50					50
		0.15					0
	w	317	5,290	(5,655)			(48)
	y	-					0
	h	300	3000	(476)			2,824
	i	0	15874.58	(13,243)			2,632
	j	26					26
	z	1,000					1,000
	m	0	301	(301)			0
	n	-	3,000				3,000
		71,323	142,290	(152,574)	(500)	-	60,539
Total Funds		926,121	385,042	(444,656)	(500)	38,934	904,941

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Description of funds

Unrestricted

- a Designated Funds
Considered general funds available to the trustees which has been designated to specific projects.
- b General Funds
Free monies held across the main Church account, number 2 account, Hall account and Deposit account.

Restricted

- c Front Room Project (St Luke's)
Grant funds and donations used to provide a community drop in centre at St. Luke's. The funds pay for a project worker and subsidise refreshments and social activities for those attending.
- d Parish Nursing (St Luke's)
A grant funded Project which provides for a trained nurse to offer an advice service across the Parish.
- e St John's Senior Social Club (St John's)
Fund for use by the St John's Senior Social Club.
- f Tea @ 2 (St Barnabas)
Monthly social group. Grants and donations provided specifically for the group's activities.
- g Children and Family Grant (St Luke's)
Grant funded project to provide a children and family worker for the church, with the aim of leading and enhancing the church's impact on child and family mission.
- h Youth Group Sales (St Mark's)
Monies received from cake and item sales towards youth work
- i Welcome Club (St Mark's)
Funding to run a community drop-in and lunch (covers salary of Project Assistant, food and contribution towards hall running costs)
- j Gardening Project (St Mark's)
Funds received towards Muddy Fingers Gardening Club
- k Story Time (St John's)
Money for the use by the "Storytime group for pre-school children at St. John's.
- l Pre-School Deposit (St Barnabas)
Deposit held from the Pre-School for Hall use.
- m Light Party (St Luke's and St Mark's)
Funds received and spent to run a Light Party

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- n Diocesan Grant (St Luke's)
Grant to purchase a reliable computer for parish work at St Luke's.
- o Charities (St John's)
Funds raised across the parish to be paid away to charity.
- q Organ fundraising (St John's)
Donation to fund an organ or music scholar at St John's.
- r Music Patron's Fund (St John's)
Funds donated for musical and choral purposes at St John's.
- s Third party Charities
Money not yet paid.
- u Walsingham (St John's)
Grants and donations to assist in funding the youth pilgrimage to Walsingham.
- v Fairtrade Foundation (St Mark's)
Charity promoting trade justice and fairly traded products.
- w Diocese Fee Income
Balance of fees due to Diocese.
- y Major repairs Grant
Grant received from AllChurches Trust towards Hall roof repair costs.
- z Kitchen Refurbishment (St Luke's)
Funds held for the future refurbishment of the church kitchen.

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NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 December 2023

Summary of funds

	Balance at 1 January 2023	Income	Grants	Prior Year Adjustment	Balance at 31 December 2023
	£	£	£	£	£
Designated funds	44,907	-	-	-	44,907
General funds	809,891	281,686	(292,082)	-	799,495
	854,798	281,686	(292,082)	-	844,402
Restricted funds	71,323	142,290	(152,574)	(500)	60,539
	926,121	423,976	(444,656)	(500)	904,941

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Total funds 2022 £
Tangible fixed assets	580,773	-	580,773	554,316
Fixed asset investments	111,948	-	111,948	150,014
Current assets	198,391	60,539	258,930	237,547
Creditors due within one year	(46,711)	-	(46,711)	(15,756)
Creditors due in more than one year	-	-	-	-
	844,401	60,539	904,941	926,121