



# St Philips

Annual Report  
2015



## Introduction

Should St Philip's once again have a parish of its own?

This proposal was discussed at the Annual Church Meeting in March 2015. It has now been formally adopted by the Kensington Area Council, subject to any responses received during consultation. Less than ten years since the church lost its former parish, this is a remarkable vote of confidence in St Philip's by the wider church and reflects the hard work and dedication of many members over the past decade.

St Philip's continues to look forward. In an attempt to encourage people throughout the church to think more strategically about its future, the Church Council adopted the briefest of 'visions' as it looked ahead to 2020 but then asked those running various areas of the church's life to work out what this might mean in their particular area. The overarching vision is simply this: **'to become a more visible sign of God's kingdom in our community and to grow the church'**.

And so in 2015 we began to explore ways of reflecting more clearly the values of God's kingdom. When the refugee crisis hit the headlines during the year, members of St Philip's provided supplies which were driven as part of a convoy to Lesbos. Some members have now put themselves forward as volunteers to help welcome Syrian refugees when they arrive in the Borough.



In the autumn we spent several weeks focusing on our responsibility for God's creation, following Pope Francis's encyclical on the environment and ahead of the Paris Climate Change talks. In response the Church Council agreed we would join the new national 'Eco-Church' initiative.

Meanwhile many other areas of our church's life continue to flourish. There are now three separate groups meeting on Sunday mornings for our younger members. Our monthly concerts have become a popular regular feature. Other aspects of our life together – such as our film nights – are covered elsewhere in this Annual Report.

We were sad to say goodbye to our Administrator Liz Christie on her retirement in 2015. Liz's appointment was a turning point in the journey St Philip's has been on over the past ten years. Her calmness in dealing with the many demands made on her was a huge asset to St Philip's. We have been fortunate to be able to replace Liz with two job-sharing church managers, both members of St Mary Abbots: Sally Bessada and Laura Sylvester.



## Report of the Associate Vicar

### Worship

On Sundays we hold services at 8:30am and 10:30am. Morning Prayer on some weekdays is led by lay members of the congregation as well as clergy. An all age service is held monthly on the third Sunday of each month during term time. This year, to mark a special series on Creation and the Environment, the Associate Vicar led a Prayer Walk through Holland Park. An enthusiastic group sang and prayed at different stages of the walk, and finished with a celebratory breakfast in St Philip's. A school Eucharist was held with pupils and parents from St Barnabas and St Philip's school in April. A Service of Commemoration for All Souls was held on the afternoon of 2 November, and our Community Carol service was held as usual on the same weekend as the Christmas Concert put on by one of our hall users, the London Academy of Music & Dramatic Art (LAMDA). We are grateful, as always, to LAMDA for the use of their candle holders which mean we can hold beautifully atmospheric candle-lit services for both the Carol Service and the Christmas Midnight Mass.

Six people were licensed or re-licensed to administer the Chalice at Eucharistic services. Thanks go to **Anne Steele, Chris Luxton, Diana Von Preuschen, Swenja Surminski** and **David and Frances Williams** for helping in this way.

### Christian formation

We held a foot-washing service on the evening of Maundy Thursday. This, together with the three hour service on Good Friday, provided one of the main opportunities in the year for sustained reflection and engagement with scripture. We had a range of visiting preachers this year, including: our former curate **Revd Ije Ajibade; Revd Dr Martin Poulson**, Convenor of the MA at Heythrop College; **Revd Martin Breadmore**, Kensington Area Director of Ministry, as well as the Vicar of the combined parish, **Revd Gilleen Craig**. And of course sermons were also delivered by our team consisting of myself, **Revd Lesley Perry** and our Lay Reader **Rupert Steele**.

### Pastoral Care

Our Pastoral Visitors continue to visit the sick and house-bound, those new to the church or who prefer to remain on the periphery of the church but for whom a pastoral need has been identified.



### Bible study

The Bible study is going from strength to strength. Over the year, the group completed a study on Luke's Gospel, examined the work of Angels in the Bible, explored parts of Isaiah, and, in Advent, followed the journey of the Magi. After 2014's series on different prayers, group members are finding their faith increasing as they share answers to particular prayers with each other. The group meets every Thursday afternoon from 3–4:30pm in the Church and all are welcome to join in.

### Membership

2015 saw new arrivals at St Philip's, but also some sad farewells with the funerals of members of the church and local residents, including **Elizabeth Carlill, John Forshaw, Margaret Annequin, Guy Littler** and **David Bett**. We welcomed five new members into the church by baptism: **Evika Noordhof-Allan, James Noordhof-Allan, Luca Berton-Edwards, Xavier Tendo** and **Daniel Saberi-Movahed**. On 21 May St Philip's presented four candidates – **Shoko Seta, Matteo** and **Lorenzo Curly Bynoe, Anthony Subbi** and **Serena Ansah Smith** – for confirmation to **Bishop Peter Price**, formerly Bishop of Bath and Wells. We also said a fond farewell to **Bishop Paul Williams**, as he moved to his new diocese in Southwell and Nottingham and we welcomed **Bishop Graham Tomlin** as the new Bishop of Kensington.

These changes, a bit like small breaths, are a reminder that the church is not static, but a living organism which moves and grows with time. The church is not just the building on the corner but

made up of believers, the living, breathing Body of Christ in this area.

### Publicity and communications

The notice board outside the church is kept up to date with posters advertising the forthcoming services. Publicity leaflets are distributed periodically to local streets giving information about key dates and events. We are grateful to **Tim Honor** for all his hard work in distributing our fliers, to **Lucy Cutler**, who edits our email newsletter, and to **Lesley Raymond**, who writes both for the newsletter and for the parish magazine, Kensington Parish News.

### Community engagement

In 2014, St Philip's commissioned a survey of local opinion to help us develop our local mission. We continue to explore our response to that. In the meantime a number of conversations are underway in the various groups in the church about how each of them can help to implement our vision of being: 'a visible sign of God's kingdom in our community'.

The Community Slot continues to be a focus in the 10:30am Sunday service. We use this to share important news about each other and our local community. In 2015, we were pleased to welcome our local MP, **Victoria Borwick**, who came to meet the congregation and tell us of her vision for the area. On other occasions, the slot is used to profile local events or, at particularly busy times of year, to make sure that the whole congregation knows what events are coming up. The monthly concert series, organised by our Director of Music, **Rebecca Taylor**, has proved to be a resounding success and has





helped to open our doors to new neighbours and friends, as well as raising money for the restoration of our concert grand piano.

The St Philip's film club continued in 2015, combining a social event with a chance to watch a film with a religious theme. The showings have proved very popular. They included *Into the Great Silence*, *To Kill a Mockingbird* and *The Flowers of St Francis* and have drawn in people from the church and from outside our usual congregation. The audiences have enjoyed a happy social occasion, with St Philip's famous hospitality providing drinks and nibbles, and giving visitors the opportunity to meet members of the congregation and enjoy conversations about the films shown.

St Philip's continues to delight in welcoming people to its services, and to offering hospitality. We held a number of church lunches, throughout the year celebrating the start of Lent, our AGM, and the Harvest Festival. Our Harvest food offering, given in accordance with ancient tradition, was donated to the Upper Room shelter for homeless people. After the candlelit Carol Service, we offered mulled wine and mince pies.

### Resources

We were joined by two new members of staff – **Sally Bessada** and **Laura Sylvester** – who between them cover the post of Church Manager following **Liz Christie's** retirement in June. Sally and/or Laura work Monday to Friday from 10:00am to 1:00pm and they look after the Lettings administration, as well as other wider administrative work to ensure the church runs smoothly. **Sean Collins** is our caretaker. He ensures the building is clean



and tidy throughout the week, and that the church is prepared for the services which take place. **Jacquie Sands** led the Fabric Committee which helped the deputy church wardens in their responsibility for the church building.

**Swenja Surminski** led our contribution to Christian Aid Week, speaking at the All Age Service about the work Christian Aid does and leading the Christian Aid activities at St Barnabas and St Philip's School. **Stephen Tutcher** managed our Gift Aid until the end of the year. We are hugely grateful to Stephen for his years of service in this area, and also to **Chris Luxton**, who is our Electoral Roll Officer. **Marilyn Digby-Thomas** and **Liz Garrett** led our catering team, **Frances** and **David Williams** acted as Sacristan at the 8:30am service and prepared the 10.30am service until Easter. We are very grateful to Frances and David for their loving care over the years. **Pat Chamberlain** has kindly picked up that baton for the 10:30am service. Many thanks also go to **Susan Lockhart**, who faithfully cleans and prepares our linen for services. **Ros Hodson** and **Leila Rassasse** created some beautiful floral displays for our Easter, Harvest and Christmas services.

In the meantime, a very faithful and dedicated group of volunteers carry on serving the church in roles more familiar and well known to the church. They sing in our choir; help with our catering and serve refreshments; prepare the church for services, and act as stewards; read the lessons and lead intercessions on Sunday mornings; lead our Bible Study group; look after our garden; represent us on our School's Governing Body; serve on the church council, on the PCC of the wider parish and the Deanery Synod; count and bank our collection, and manage our Gift Aid donations. To name them all would take up a rather long paragraph but without their help, the church would not keep going. We are hugely indebted to all of them, named or unnamed. Last but by no means least, I should like to thank Lesley and the Standing Committee for their help in keeping the Church focussed, and as always, my thanks go to the Vicar of our combined parish, **Gillean Craig**, who is constantly available as a source of advice and support.

**Revd David Walsh**  
Associate Vicar

## Report of the Children's Ministry Leader

Children remain a central part of the life of St Philip's. The All Age Service once a month offers a form of worship open to all members of the congregation from the youngest to the oldest. Children help lead the service. Children's groups run during the 10:30am service on the other Sundays in the month. There are sixty children's names on the attendance register. Regular emails are sent to parents and we have established termly meetings for parents, family lunches for fellowship and a parent rota for helping set up and clean upstairs on Sundays with the children. Other leaders include **Renee Rassasse, Kerrin Edwards, Sarah Goldsmith, Iris Clarke** and **Jamie Mangan** together with **Barney Palfrey** and **Dawn Stewart** (for Year 5 and above).



The children sang *Little Donkey* at the Candlelight Carol service. Some children attended a day trip to the Barnes Wetlands to kick off our environmental series at St Philip's. They also donated much needed supplies to a local charity, Downright Excellence, and will continue to take part in charity events. The children hosted a second successful annual afternoon tea for the eldest members of the congregation. They also helped to decorate the church for major festivals under the guidance of **Zoe Schieppati-Emery**.

Links are maintained with St Barnabas and St Philip's School, not only through services and shared resources, but also through joint activities. Several members of the church, including the Associate Vicar and Children's Ministry leader, serve on the Board of Governors for the school and some of the assemblies are run by clergy and lay members of the church. The annual competition to design the Paschal Candle for the church was run at the school. There were a large number of high-quality entries with the winner being **Mimi** in Year Two.

### **Erica Roane**

Children's Ministry Leader

## **Report of Director of Music**

Music at St Philip's continues both within the Sunday morning service and also in non-liturgical settings through the concert series. The chamber choir on a Sunday morning is very committed and work hard to enhance the worship in the services. It is a challenge to find new ways to develop the music and the introduction of a new communion setting in 2016 will be one way of expanding the musical diversity of the church.

It is important for the choir to be a presence in the community and this year they joined forces with members of the congregation for the annual charity Carol Singing. Raising money for a local charity, Full of Life, singers of all ages serenaded shoppers at Waitrose on High Street Kensington. Midnight Eucharist was a lovely end to the year, with a professional quartet singing Mozart's *Spatzenmesse* whilst the regular choir took a well earned break!

2015 saw the end of the first St Philip's Concert Series and the start of the second with a wonderful performance by the 2015/16 Orchestra in Residence, the **Arch Sinfonia**. The first series was a great success and the series is gradually earning a reputation for exciting performances by excellent young artists. Aside from promoting St Philip's within the community, the concerts are raising money for the restoration of the full size Bechstein Grand piano in the church. We are planning to undertake the first stage of restoration in 2016.

**Rebecca Taylor**  
Director of Music



## Report of Deputy Wardens

### Fabric and condition of the church

The Quinquennial survey found the building was generally in good condition and only minor maintenance issues were identified.

During 2015, a licence under faculty was granted to NET Coverage Solutions Ltd (NET) for the right to install a telecommunications base station in the spire of St Philip's. Installation work started during 2015.

In the Autumn, a new carpet was fitted in the Gallery space. Over the year end, the oak floor in the lower hall was successfully refinished and the walls freshly painted, so that we and other users can enjoy a clean and beautiful hall for events and meetings. Maintenance was carried out on the lighting and heating as required.

**Peter Burney and Anne Steele**

Deputy Wardens

## Report of Church Council Secretary

### Report on the meetings of the Church Council

The Church Council (formally known as the District Church Council or DCC) met on four occasions during 2015. A key area was reviewed at each meeting, with written reports circulated in advance of the meeting from the various sub-committees. Discussions included how St Philip's should respond to the refugee crisis and the decision to become an Eco Church. The Church Council built upon its existing safeguarding activity by agreeing, for the first time, a formal annual safeguarding action plan.

**Church Council Secretary**

Laura Sylvester

## Treasurer's Report

### General comments

The financial position is summarised in the Accounts for 2015, which form part of this report. We set ourselves a balanced budget for 2015, before £8,000 of income expected from NET Coverage Solutions Limited (NET) in respect of the proposed telecommunication base station. In the event, we achieved a net surplus on the year of some £6,600 before some £10,770 of NET income – owing mainly to significant savings on the budgeted expenditure.

Our budgeted expenditure for 2015 was set at £174,900 with the budgeted income for the year at the same level, before the sums expected from NET.

Our actual income was £187,070 or just over £176,300 before the NET income. Planned bank giving and tax reclaim were about £4,000 below budget, but this was offset by better than expected income from the Concert series, lettings and one-off donations. Expenditure out-turned at about £169,700 – some £5,200 below the budget level mainly due to significant savings on church maintenance and utilities. The new church managers have taken over communications work originally planned to be paid for separately, with the result that the large underspend on the publicity budget was balanced by increased salary costs. Around £3,250 was spent on new fixed assets (principally additional chairs and systems for chair storage, together with a room divider for the children's groups). Depreciation on these assets will score in the accounts in 2015 and the succeeding three years.

Our target for 2016 is a balanced budget before the expected NET income. To achieve this, we have set ourselves a testing target of income from lettings at or above the £125,000 mark. We intend to use the NET income to help fund future work on the building.

The accounts are internally calculated to the penny, but shown in whole pounds for printing. This means that some columns may not appear to add precisely because of rounding differences, but the underlying data are fully accurate.

## Principal funding sources and review of the performance of fund-raising activities

The principal funding sources are donations and legacies, which amounted in 2015 to just over £58,000 including reclaimed tax (compared to a budget figure of £60,200), and lettings which amounted to just under £111,800 (the budget figure was £110,000).

Planned giving rose as expected as the giving campaign in late 2014 was fully reflected in receipts; however, the growth was less than we had hoped for with planned bank giving undershooting our £39,000 target by nearly £3,200. This emphasises the importance of running a strong giving campaign in 2017.

Our Director of Music, Rebecca Taylor, continued with the series of concerts in the church to raise funds towards the restoration church's concert grand piano. At the end of 2015, the restricted piano fund stood at just over £3,130, net of expenses. We have accordingly budgeted for the initial phase of work at a cost of about £2,500 in 2016. Additional income is expected under this initiative in 2016.

The Maintenance Fund is used to accommodate donations for particular maintenance requirements. During the year it received income of £125 (including reclaimed tax) which was fully spent. The Improving St Philip's fund was available to accommodate gifts made to improve the fabric and contents of St Philip's. In 2015 it received income of £1,250 including reclaimed tax, none of which has been spent.

During 2015, a licence under faculty was granted to NET for the right to install a telecommunications base station in the spire of St Philip's. This is expected to bring in income of at least £14,300 a year for a period of 20 years and payments of just under £10,770 were received from this source in the year.

## Use of expenditure to support key objectives

The chief expenditure categories have been:

- Ministry costs, including payments to the Diocese in respect of clergy, and clergy expenses.
- Running expenses of the church including insurance, utilities, cleaning, maintenance and caretaking etc.
- Publicity and other mission costs, upkeep of services and music.

- The costs of associated with our hall lettings activity.
- Administration, audit and depreciation

All of these expenditures have directly supported the objective of maintaining the worship and fabric of St Philip's.

### Organisation and role of volunteers

The DCC is responsible for the finances of St Philip's. Most day to day work is delegated to the Treasurer, who is assisted by the Gift Aid Co-ordinator and the Administrator, working under the supervision of the Standing Committee. When required, a Finance Team (consisting of the Associate Vicar, the Treasurer, the Gift Aid Co-ordinator, the Church Managers, and others as needed) can be convened to provide advice to the DCC and assistance to the Treasurer. The Team members, who are all volunteers apart from the Associate Vicar and the Church Managers, perform their various tasks largely independently, but the team is able to meet when necessary.

The Treasurer, Rupert Steele, prepares the budget and accounts, manages the bank accounts and all expenditure, and looks after certain aspects of income (open collections, legacies and gifts, fundraising income and statutory fees). The Gift Aid Co-ordinator, Stephen Tutcher, managed the income from giving envelopes and calculating the Gift Aid tax reclaim from HMRC. Stephen resigned from this role at the end of 2015 after many years' service and we are grateful for his help. The new Gift Aid Coordinators are Simon Webb and Esther Leong.

The Administrator, Liz Christie, retired in June 2015 and was replaced by two Church Managers, Sally Bessada and Laura Sylvester, working on a job share basis. They deal with all aspects of hall lettings and recording the income from them.

Arrangements for fundraising in relation to wider works on the building are currently awaiting finalisation of our plans for the works themselves. More widely, all the activities of the church are undertaken by volunteers with the exception of the Associate Vicar, Church Managers, the Caretaker, the Children's Ministry Leader and the provision of music at services (either by our employed Director of Music, or organists on a self-employed basis). Our auditor (Harmer Slater Limited) is engaged on a commercial basis.



### Policy for making grants or donations

The DCC makes some charitable donations and grants for purposes connected with its objects. In 2015 these included purchasing leavers' books for our church school, a donation made in lieu of expenses for a visiting preacher and membership of a local residents' association. Other donations (beyond than those falling within Clergy expenses) are normally supported by fundraising events or by special collections undertaken (and associated tax reclaim) or are made following gifts received for the purpose. Any specific requests outside this policy will be considered by the DCC or Standing Committee on their merits. St Philip's payments to the Diocesan Common Fund exceed its costs (were it an independent parish), so supporting parishes elsewhere in the deanery.

### Investment policy/objectives and performance against investment objectives set

The DCC's investment funds are invested in the Central Board of Finance of the Church of England, managed by CCLA. Accordingly, St Philip's follows the CBF's policy on taking into account social, environmental and ethical considerations in investments. The funds in the DCC's bank account were tightly managed to maximise the amounts held with CBF, taking advantage of the online facilities available to the Treasurer, but interest income continued to be adversely affected by wider economic conditions.

### DCC policy on the reserves that are held

The DCC holds reserves against the possibility of unexpected maintenance requirements or falls in income and also to cover the cost of anticipated works on the church. The DCC reviews the target minimum reserves level from time to time and the current level is £50,000. The 2015 year end figure for the Unrestricted Fund (less net fixed assets) stands at £88,175; this exceeds the minimum of £50,000 as part of our planning to fund the next phase of work on the building.

### Funds

No fund is materially in deficit. The position on creditors is set out in the accounts. No funds are held as Custodian Trustee.

### **Rupert Steele**

Treasurer



## Report of Deanery Synod Representatives

The Deanery Synod met three times in 2015.

During the summer, Kensington Deanery Synod held a very interesting evening discussion at St John's Notting Hill about church schools. Three local primary CofE school heads spoke animatedly and movingly about the significance and value of being a church school. Another speaker came from a London-wide body concerned with the support of CofE schools in the diocese. Those present were encouraged to volunteer as church-involved governors of church schools, to sit alongside parent governors.

The discussion that followed the speakers was dominated by the question of faith admissions policies, however. A number of laity and clergy present expressed unease at these policies, although some implied or expressed support for them. There was widespread enthusiasm for a whole day on these questions – perhaps in association with neighbouring deaneries – at a future date.

The 9th Deanery Synod Garden Party was held on 16 June in St Mary Abbots Vicarage garden, with kind permission of Fr Gilleen Craig. Representatives who had served, as well as current members of Synod, both lay and ordained, were invited together with principal officers of the parishes. It was – as usual – an enjoyable and sociable networking occasion.

On 3 November, Synod was privileged to hear the Revd Dr Sam Wells, Vicar of St Martin-in-the-Fields speak to the topic, 'Egypt and Babylon: What's at stake in working with vulnerable and homeless people today'. He related this to his personal experience with the homeless via The Connection at St Martin's, and the annual Service for Those who die Homeless in London, a long-standing, and most moving, tradition at St Martins.

**Barney Palfrey** and **Chris Luxton**  
Deanery Synod Representatives

## Safeguarding Report

At St Philip's the responsibility for the welfare and safety of all children, young people and any vulnerable adults is of paramount importance. Parents and Carers attend or send their children to church with the expectation that the church provides a safe environment in which their children will flourish within their spiritual home. Therefore officers within the parish have to ensure that this expectation becomes a reality. The Safeguarding Team's role is to protect children, young people and any vulnerable adults in our community, reflecting our societal and ecumenical commission. The principles guiding our team are:

- respectful and informed pastoral care in line with the Diocesan Safeguarding Guidelines;
- early identification and management of actual or potential risks;
- timely safeguarding action: after advice is sought, action will be taken within 24 hours;
- the involvement of others is on a need-to-know basis only; and
- active commitment of all in promoting and keeping our community safe.

The Safeguarding Officer and Children's Advocate are available to parents, children, vulnerable adults and carers before and after services to listen to any queries or concerns they might have, offer advice and support which may involve steering them towards a range of services to access information and advisory groups. Once a year the Church Council considers and approves the safeguarding policy and copies of this are on display on the notice boards and around the building. Confidentiality will be maintained at all times; however, if any church member is at risk, information will be shared with relevant individuals only.

In 2015, we strengthened our existing safeguarding arrangements by carrying out our first annual safeguarding audit and agreeing an action plan to further develop what we do in this area.

**Peninah Kamatsiko**  
Safeguarding Officer

## Report of Electoral Roll Officer

The electoral roll for the Parish of St Mary Abbots with Christ Church and St Philip is held centrally at St Mary Abbots Parish Office. The current roll is in three parts: one for each of the three churches. As at 31 December 2015, there were 128 people listed on that part of the roll relating to St Philip's, over three-quarters of whom (77%) now live outside the parish. Comings and goings have largely balanced out, with deaths of some of our older members and the departure of younger people who can no longer afford to live in W8 – counter-balanced by a pleasing diversity of new members of the congregation.

**Chris Luxton**  
Electoral Roll Officer



## **Independent Auditors' Report**

To the District Church Council of St Philip's Church,  
within the Parish of St Mary Abbots with Christ Church and  
St Philip, Kensington

It is the policy of the Parochial Church Council of St Mary Abbots with Christ Church and St Philip, Kensington to delegate matters to the individual churches within the Parish to the fullest extent possible. This includes practical management of the finances, within the PCC's wider overall responsibility. Accordingly this report and the associated accounts have been prepared on a non-statutory basis but in the same manner as would apply if St Philip's Church were an independent parish, and in accordance with the Church Accounting Regulations 2006 and section 144 of the Charities Act 2011. References in this report or the accounts to this or other legislation or any other guidance or directions are to be construed accordingly.

We have audited the financial statements of St Philip's Church, Kensington District Church Council for the year ended 31 December 2015 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the Church Council, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Council those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Council and the Council's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of the District Church Council and auditors**

As explained more fully in the Statement of the Church Council's Responsibilities, the Council is responsible for the preparation of the financial statements and ensuring that they give a true and fair view.

We have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). These standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by error or fraud. This includes an assessment of: whether the accounting policies are appropriate to the church's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Council; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the church's affairs as at 31 December 2015 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been properly prepared in accordance with the requirements of the Charities Act 2011.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or

- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Harmer Slater Limited** (Statutory Auditor)

Salatin House, 19 Cedar Road

Sutton, Surrey, SM5 1DH

23 March 2016

Harmer Slater Limited is eligible to act as an auditor in accordance with section 1212 of the Companies Act 2006

## **Statement of the District Church Council's Responsibilities for Preparation of the Financial Statements**

The District Church Council is required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the church as at the end of the financial year and of its financial activities for the year to that date.

The financial statements must be prepared in compliance with applicable accounting standards. The District Church Council is also responsible for maintaining adequate accounting records, for safeguarding the assets of the church and for preventing and detecting fraud and other irregularities.

In preparing these financial statements, the District Church Council has ensured that suitable accounting policies have been selected and used, applied consistently and supported by reasonable and prudent judgements and estimates, have taken account of income and expenses relating to the period reported on whether or not they have been received or paid in that period, and they have prepared the financial statements on a going concern basis.



## Statement of Financial Activities

For the Year Ended 31 December 2015

	Notes	Unrestricted 2015 £	Restricted 2015 £	Unrestricted 2014 £	Restricted 2014 £
<b>Incoming Resources</b>					
Donations and legacies	2a	56,123	1,894	94,271	4,726
Charitable activities	2b	1,423	-	1,010	-
Other trading activities	2c	125,083	2,201	114,084	867
Income from investments	2d	347	-	247	-
<b>Total incoming resources</b>		<b>182,975</b>	<b>4,095</b>	209,613	5,593
<b>Resources Expended</b>					
Expenditure on raising funds	3a	1,468	-	1,121	-
Expenditure on charitable activities	3b	140,377	125	138,898	13,274
Expenditure on other activities	3c	15,467	316	14,085	139
Governance costs	3d	11,928	-	11,031	-
<b>Total Resources Expended</b>		<b>169,239</b>	<b>441</b>	165,136	13,413
<b>Net Movement in Funds</b>		<b>13,736</b>	<b>3,654</b>	44,477	-7,820
Transfer between funds		-	-	-	-
<b>Net Movements in Funds After Transfers</b>		<b>13,736</b>	<b>3,654</b>	44,477	-7,820
<b>Balances Brought Forward At 1 January 2015</b>		<b>79,847</b>	<b>728</b>	35,370	8,548
<b>Balances Carried Forward At 31 December 2015</b>		<b>93,582</b>	<b>4,382</b>	79,847	728

## Balance Sheet

As at 31 December 2015

	Notes	2015 £	2014 £
<b>Fixed Assets</b>			
Tangible assets	6	5,407	6,700
<b>Current Assets</b>			
Debtors	7	10,799	13,506
Short term deposits		80,120	60,298
Cash at bank and in hand		15,335	11,876
		<b>106,254</b>	<b>85,681</b>
<b>Liabilities</b>			
	8	13,696	11,807
<b>Net Current Assets</b>		<b>92,558</b>	<b>73,874</b>
<b>Total Assets Less Current Liabilities</b>		<b>97,964</b>	<b>80,575</b>
<b>Funds</b>			
Unrestricted – General	9	93,582	79,847
Restricted funds	9	4,382	728
		<b>97,964</b>	<b>80,575</b>

Approved and signed on behalf of the DCC by:

**David Walsh**  
*Chairman*

**Rupert Steele**  
*Hon Treasurer*

20 March 2016

The notes on pages 25 to 32 form part of these accounts.

# Notes To The Accounts

For the Year Ended 31 December 2015

## I. Accounting Policies

### a. Accounting convention and accounts preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Charities Act 2011, and applicable regulations.

The financial statements have been prepared under the historical cost convention. They include all transactions, assets and liabilities for which the DCC would be responsible in law if it were a PCC. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

### b. Funds

Unrestricted Funds are general funds and which can be used for DCC ordinary purposes, while Designated Funds are monies set aside by the DCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds represent:

- (i) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and
- (ii) donations or grants received for a specific object or invited by the DCC for a specific object.

The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Three restricted funds (the Improving St Philip's Fund, the Maintenance Fund and the Piano Fund) were in place during 2015, to help fund improvements to the building and contents, to accommodate donations for maintenance, and to refurbish the church's concert grand piano. The Improving St Philip's Fund had net income of £1,250 in 2015; the Maintenance Fund had income of £125

which was fully spent in the year and the Piano fund had net income of £2,404.

### c. Incoming Resources

All incoming resources are accounted for gross.

#### Voluntary income

Planned Giving and Collections are recognised when received. Income tax recoverable on Gift Aid donations is recognised when the donation is made, or (if later) when the amount due is assessed. Grants and legacies are recognised when received or (if earlier) a legal entitlement to a definite amount has arisen.

#### Income from Investments

Interest entitlements are accounted for as and when they are credited.

#### All other income

All other income is recognised when it is receivable.

### d. Resources Expended

Resources expended are accounted for on an accruals basis and are accounted for gross.

#### Church Activities

The Diocesan Common Fund is accounted for when paid. Any amount unpaid at 31 December is provided for as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### e. Fixed Assets

#### Tangible fixed assets

Tangible fixed assets are included in the balance sheet at cost or at market value at the date of the gift. Depreciation is provided on all tangible fixed assets at rates calculated to write off the full cost or valuation less estimated residual value of each asset over its estimated useful life.

The principal rate in use is:

Equipment: 25% on cost.

	Unrestricted 2015 £	Restricted 2015 £	Unrestricted 2014 £	Restricted 2014 £
<b>2. Incoming Resources</b>				
<b>2a. Donations and legacies</b>				
Tax-efficient planned giving	35,822	-	30,634	-
Other planned giving	-	-	-	-
Tax-efficient collections at services	4,676	43	8,704	-
Other Collections at services	367	-	424	-
Other donations (tax efficient, non-recurring)	3,650	1,500	2,405	3,845
Other donations	692	15	716	-
Income tax recoverable	10,916	336	13,739	400
Legacies	-	-	31,000	481
Grants	-	-	6,650	-
	<b>56,123</b>	<b>1,894</b>	<b>94,271</b>	<b>4,726</b>
<b>2b. Charitable activities</b>				
Statutory fees	440	-	332	-
Income from church events & meals	983	-	678	-
	<b>1,423</b>	<b>-</b>	<b>1,010</b>	<b>-</b>
<b>2c. Other trading activities</b>				
Fundraising events	-	2,201	-	867
Lettings (general)	96,477	-	93,915	-
Lettings for mission purposes	15,317	-	17,650	-
Administration payment from Diocese	2,520	-	2,520	-
Income from licences under faculty	10,768	-	-	-
	<b>125,083</b>	<b>2,201</b>	<b>114,084</b>	<b>867</b>
<b>2d. Income from investments</b>				
Bank and CBF deposit interest	347	-	247	-
<b>Total Incoming Resources</b>	<b>182,975</b>	<b>4,095</b>	<b>209,613</b>	<b>5,593</b>

	<b>Unrestricted 2015 £</b>	<b>Restricted 2015 £</b>	Unrestricted 2014 £	Restricted 2014 £
<b>Resources Expended</b>				
<b>3a. Expenditure on raising funds</b>				
Stewardship and appeal running costs	<b>56</b>	-	582	-
Cost of trading - church events, refreshments	<b>1,412</b>	-	540	-
	<b>1,468</b>	-	1,121	-
<b>3b. Expenditure on charitable activities</b>				
Mission giving and donations	<b>885</b>	-	782	-
Diocesan parish share contribution				
Diocesan Common Fund	<b>61,126</b>	-	60,000	-
Other Diocesan clergy costs	<b>18,000</b>	-	17,585	-
Salary costs for Church Activities	<b>24,758</b>	-	21,079	-
Clergy expenses	<b>10,063</b>	-	9,364	-
Mission and evangelism costs incl. publicity	<b>954</b>	-	7,800	-
Church running expenses				
Church Maintenance	<b>4,958</b>	<b>125</b>	2,596	13,274
Insurance	<b>4,673</b>	-	4,911	-
Upkeep of Services, booklets, flowers	<b>3,418</b>	-	3,599	-
Music costs	<b>1,853</b>	-	1,744	-
Sunday School	<b>385</b>	-	413	-
Cleaning expenses	<b>619</b>	-	377	-
Church utility bills	<b>8,685</b>	-	8,648	-
	<b>140,377</b>	<b>125</b>	138,898	13,274

	<b>Unrestricted 2015 £</b>	<b>Restricted 2015 £</b>	Unrestricted 2014 £	Restricted 2014 £
<b>3c. Expenditure on other activities</b>				
Salary costs for Hall lettings	<b>14,848</b>	-	12,479	-
Cleaning expenses for hall lettings	<b>619</b>	-	377	-
Other fundraising trading costs	-	<b>316</b>	113	139
Major repairs to church building	-	-	-	-
New building work and alterations to church	-	-	1,116	-
	<b>15,467</b>	<b>316</b>	14,085	139
<b>3d. Governance costs</b>				
Audit fees	<b>3,760</b>	-	3,500	-
Bank charges	<b>608</b>	-	613	-
Support costs: administration	<b>2,187</b>	-	1,914	-
Production of annual report	<b>827</b>	-	823	-
Depreciation	<b>4,545</b>	-	4,182	-
Losses on disposals of fixed assets	-	-	-	-
	<b>11,928</b>	-	11,031	-
<b>Total Resources Expended</b>	<b>169,239</b>	<b>441</b>	165,136	13,413

## 4. Staff Costs and DCC Member Payments

### 4a. Wages

In 2015 an Administrator, Director of Music, Caretaker, Children's Ministry Leader and two job-share Church Managers were employed at St Philip's. The total pay was £38,619 plus social security costs of £987. There were no pension costs and none of the employees earned over the lower limit for individual disclosure of £60,000.

### 4b. Payments to DCC members

Payments totalling £9,129 were paid to five Church Council members during the year ended 31 December 2015. These comprised reimbursed expenses. All the underlying costs are accounted for according to the category in which they fell.

## 5. Analysis of Net Assets By Fund

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	5,407	-	5,407
Current Assets	101,871	4,382	106,254
Current Liabilities	-13,696	-	-13,696
<b>Fund balance</b>	<b>93,582</b>	<b>4,382</b>	<b>97,964</b>





## 6. Tangible Fixed Assets

	Equipment	Total
	£	£
<b>Cost:</b>		
At 1 January 2015	18,037	18,037
Additions	3,252	3,252
Disposals	-	-
At 31 December 2015	21,289	21,289

### Depreciation:

At 1 January 2015	11,337	11,337
Provision for the year	4,545	4,545
Depreciation on disposals	-	-
At 31 December 2015	15,883	15,883

### Net book value:

At 31 December 2015	5,407	5,407
At 31 December 2014	6,700	6,700

## 7. Debtors

	2015	2014
	£	£
Income tax recoverable	8,199	3,192
Accrued income from hall lettings	1,500	9,365
Other debtors	1,100	950
<b>Total</b>	<b>10,799</b>	<b>13,506</b>

## 8. Liabilities

	2015	2014
	£	£
Other creditors	6,932	8,993
Deferred income	3,634	314
Accruals	3,130	2,500
<b>Total</b>	<b>13,696</b>	<b>11,807</b>

## 9. Movement of Funds

	Balance at 01/01/15	Net income/ (expenses) in the year	Transfer between funds	Balance at 31/12/15
	£	£	£	£
<b>The Unrestricted Fund comprises</b>				
<b>General</b>	<b>79,847</b>	<b>13,736</b>	<b>-</b>	<b>93,582</b>
<b>The Restricted Funds comprise</b>				
The Maintenance Fund	-	-	-	-
The Piano fund	728	2,404	-	3,231
The Improving St Philip's Fund	-	1,250	-	1,250
	<b>728</b>	<b>3,654</b>	<b>-</b>	<b>4,382</b>
<b>Totals</b>	<b>80,575</b>	<b>17,390</b>	<b>-</b>	<b>97,964</b>

## Statutory Information

The following (taken together with the Treasurer's Report) is the information that would be required by statute if St Philip's were an independent Parish, and is provided in order to enable consolidation with the other churches in the Parish, so as to provide an overall statutory report.

### A Reference and administrative information

#### Full name of DCC

The District Church Council of St Philip within the Parish of St Mary Abbots with Christ Church and St Philip, Kensington.

#### Location of Church and DCC correspondence address

The Church is located at the junction of Earl's Court Road and Stratford Road, London W8. Correspondence should be addressed to the Church Council Secretary, St Philip's Church, Earl's Court Road, London, W8 6QH.

#### Names and addresses of bankers, legal and other advisers

##### **Bankers:**

NatWest Bank PLC, Earl's Court Branch, PO Box 147,  
195 Earl's Court Road, London, SW5 9AP

##### **Auditor:**

Harmer Slater Limited. Salatin House, 19 Cedar Road,  
Sutton, Surrey, SM5 1DH

#### The person to whom day to day management is delegated

The Revd David Walsh (Associate Vicar with special responsibility for St Philip's).

Names of members of the DCC (excluding clergy and parochial wardens) who have served since the commencement of the financial year until the approval of the financial statements

Ex Officio (throughout period)	Peter Burney	(Deputy Warden)	Vice-Chair
	Dominique Landolfini	(Member of PCC)	
	Chris Luxton	(Deanery Synod)	Electoral Roll
	Barney Palfrey	(Deanery Synod)	
	Rupert Steele	(Reader)	Treasurer
	Anne Steele	(Deputy Warden)	
Ex Officio (to March 2015)	Callum Stewart	(Member of PCC)	
Ex Officio (from March 2015)	Chandra Tambimuttu	(Member of PCC)	
Elected (throughout period)	Pat Chamberlain		
	Rosamund Hodson		
	Gill Parker		
	Jacque Sands		
	Tamar Solomon		
	Mariana Stojanovic		
	Swenja Surminski		
Elected (for part of the year)	Agnieszka Danieli	To March 2015	
	Grant Townsend	To March 2015	
	Laura Berton-Edwards	From March 2015	
	Esther Leong	From March 2015	

Laura Sylvester was appointed as DCC Secretary in September

## **B Risk assessment**

The DCC considers that it is exposed to various areas of risk, including:

- Financial risk;
- Reputation risk;
- Risks emanating from statutory and legal requirements; and
- Operational risk.

Systems and procedures have been put in place to handle all these risks.

### **Factors affecting achievement of objectives**

#### **Worship and fabric of the church of St Philip**

The worship is principally under the control of the Associate Vicar, but the DCC is consulted about changes. The fabric is managed by the deputy wardens, assisted by a fabric committee, and the DCC – the DCC has control of the responses to the issues which arise, but not of the maintenance requirements that may occur.

#### **Improvement in the church's finances**

This will depend on satisfactory progress in raising income, together with tight control of expenditure. The DCC is planning a fundraising campaign and will approach local businesses and significant individuals to consider making donations. The level of these donations will depend partly on economic factors affecting those approached and partly on the success of the church in achieving growth and inspiring those approached to contribute. The former is not under the DCC's control.

Income from lettings is broadly under the control of the DCC as it is governed by improvements in the marketing of and sound separation between the halls. Other sources of income may need to be sought – a process which will be partly under the control of the DCC and partly under control of the bodies or people providing that income. Expenditure is under the control of the DCC.

#### **Financial risk**

There is a risk that St Philip's could have insufficient finance to pay the targeted Diocesan Common Fund and other clergy payments together with the operating costs of the church. The DCC, advised

by the Treasurer and Finance Team, is responsible for monitoring and managing financial risk. It is planned to run a one-off fundraising campaign, approaching individuals and businesses in the local community, after the detailed work on the building is clarified.

Our other major source of income is from lettings and the Treasurer and Finance Team closely monitor progress and any issues which might adversely affect lettings income, in conjunction with the Facilities Co-ordinator.

There are a number of risks relating to damage to the building or disruption of activities from fire or other disasters. Adequate insurance is maintained and our insurance policy is regularly reviewed to ensure that it properly covers all areas of our operation.

#### Reputational risk

There is a risk that failure to maintain a good standard of worship could lead to a possible reduction in the congregation.

The standard of worship has not to date been a problem but we are continually aiming for improvement. Guest preachers are invited to attend services throughout the year. The main responsibility here is with the Associate Vicar, David Walsh.

#### Risks emanating from statutory and legal requirements

There are risks relating to health and safety legislation, child protection and employment legislation.

A comprehensive health and safety set of guidelines have been drawn up and are regularly reviewed. Training is provided to Stewards and others to ensure that proper procedures are carried out.

A Children's Advocate and a Safeguarding Officer have been appointed. The Safeguarding Officer ensures that relevant staff attend Diocesan safeguarding seminars. The DCC has adopted the Diocesan model safeguarding policy and appropriate procedures are in place.



# St Philips

Earl's Court Road, London, W8 6QH

St Philip's is part of the Parochial Church Council of the ecclesiastical parish of St Mary Abbots with Christ Church and St Philip, Kensington.  
Registered Charity number 1132235

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Images by: Sue Foll, Chris Luxton, Erica Roane



THE CHURCH  
OF ENGLAND