

St Mary's Bourne Street

Annual Parochial Church Meeting 2024

Sunday 28 April 2024

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A. The Annual Meeting of Parishioners

Prayer

1. To appoint a Clerk to the meetings
2. To receive minutes of the meeting held on Sunday 23rd April 2023

Draft minutes of the Annual Meeting of the Parishioners of St Mary's Bourne Street held on Sunday 23rd April 2023.

Fr Andrew Walker took the chair.

- a. Kate Costeloe was appointed clerk to the meetings; proposed by Robert Weaver, seconded by Kate Woollcombe Gambrill and agreed nem con.
- b. Apologies were received from David Richards.
- c. The minutes of the meeting held on Sunday 8th May 2022 were approved
- d. There were no matters arising from the minutes.
- e. There had been two nominations for Churchwardens. David Richards and Martin Woolley were duly appointed, both to serve for one year.
- f. Any people present not on the electoral roll were asked to leave before the opening of the Annual Church Meeting.
- g. Clergy were invited to stay for the annual meeting but reminded that they could not vote.

B. The Annual Church Meeting

1. Draft minutes of the Annual Parochial Church Meeting held on Sunday 23rd April 2023.

Fr Andrew Walker took the chair.

Apologies were received from David Richards, Rollo Burgess and Shane Fletcher.

All papers and reports had been previously available on the parish website; hard copies were available at the meeting.

1. **The minutes of the APCM** held on Sunday 8th May 2022 were approved.
Fr Andrew invited nominations for membership of the PCC from any of those eligible who had not already submitted a form, there were no additional nominations.

2. **Matters arising from the minutes:**

There were no matters raised.

3. **Electoral Roll:**

There were 165 names on the Roll at the May 2022 APCM. Over the past year 3 names have been removed through death and 5 names have been added. The new roll with 167 names came into effect on 5th April and will be opened again after this meeting. Cynthia Butterworth, electoral roll officer, was thanked for her work.

4. **The Annual report of the PCC and Financial Statements for 2022:**

Kris Romanski, Hon Treasurer, explained that the 2022 financial statements are not yet available as the accounts have to be audited because the total income exceeded £1million. A question was asked about progress towards a decision about the possible introduction of a sound enhancement system. It was explained that this is for the spoken word and not for the music. The planned demonstration in church has not yet been arranged.

Fr Andrew was asked about the restoration of the 'Best Cross' and the cross and candlesticks from the Seven Sorrows Altar, he explained that it had been necessary to obtain a faculty and make special arrangements for transport because of the value of the processional cross, the work should though begin shortly.

There was a further question about the timing of repair work to the high altar steps, Fr Andrew explained that there are a number of other small matters needing attending to including some repairs to the paschal candle stand and the mechanism for the High Altar. It is proposed to get the same firm to do them all at the same time.

5. **Stewardship report:** There were no questions.

6. **The report of the Kenneth and Helena Levy Trust for 2022,** was accepted, there were no questions.

7. **Fabrics, Goods & Ornaments:**

Fr Andrew was asked about the current estimate of the financial shortfall on the Pineapple Project. There has been good news about VAT and Fr Andrew is optimistic that we are on target. The current estimate for completion of the work is the end of July. It has been necessary to defer the annual requiem for Founders and Benefactors usually held on the first Saturday in July and it is proposed that for this year that is deferred to Saturday November 25th to be followed by lunch with the Bishop coming in the afternoon, diary willing, to dedicate the Russell Room with a Te Deum and cakes. There were no further questions and the report was accepted.

8. **Report from St Mary's Trust:** The report, prepared by David Marchese was received, there were no questions.

9. **Westminster (St Margaret) Deanery Synod Report:** The report, prepared by David Richards was received. The representatives from this parish for the past three years have been David Garrett, Andrew Probert and James Ritzema. There were no questions.

10. Elections

- a. **Deanery Synod:** There were three vacancies on Deanery Synod each for three years, David Garrett, Andrew Probert and James Ritzema having completed their appointment. There were three nominations:

Michelle Gurney	Proposed by Michael Johnson, Seconded by Alex Nightingale
Timothy Jones	Proposed by David Richards, Seconded by David Parchot
David Parchot	Proposed by Cynthia Butterworth, Seconded by David Richards

All were appointed

- b. **PCC:** There were four PCC vacancies each for three years, David Crickmore, Michael Johnson, David Marchese and David Parchot having completed their terms. There were four nominations:

Zeb Micic	Proposed by Robert Weaver and Seconded by Lady Sudeley
Andrew Probert	Proposed by Hugo Jee and Seconded by James Ritzema
Peter Reed	Proposed by David Crickmore and Seconded by Kate Costeloe
Kris Romanski	Proposed by Neville Price and Seconded by James Ritzema

All were appointed.

- c. **Sidesmen:** Sidesmen are now appointed by the PCC, they are as listed in the APCM papers.

11. **Appointment of Independent Examiner to the PCC.** Kris Romanski explained that because of the uncertainties around the 2022 accounts we cannot at this time appoint examiners for the 2023 accounts; this responsibility will be delegated to the PCC.

12. **Any Other Business.** There were no items of any other business. Fr Andrew thanked all of those who have continued to contribute to the running of the parish and in particular the members of Deanery Synod and PCC completing their terms.

13. The meeting closed with a prayer.

Kate Costeloe, PCC Hon Secretary

2. Matters Arising

3. Report on changes to the Electoral Roll

There were 167 names on the Roll at the 2023 APCM. Eight names were added during the following months. There were 3 deaths and one removal from the ER. This year's Electoral Roll came into effect on 15 April with 171 names. It has been closed to additional applicants since that time. It will reopen following today's APCM.

Cynthia Butterworth, Electoral Roll Officer

4. Parochial Church Council Annual Report and Financial Statements 2023

DECEMBER 2023

The Trustees of the Parochial Church Council present their report and the financial statements for the year ended 31 December 2023.

Aims and objectives

In accordance with the Parochial Church Councils (Powers) Measure 1956, the aim of the PCC is 'to co-operate with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

The aim of St Mary's remains what it has long been, to be a witness to the Catholic faith within the Church of England, drawing people (from a much wider area than its small geographical parish) to the worship of God through Catholic teaching and practice including, in particular, sacramental confession and spiritual direction, liturgy and fine music.

With the completion of the new Community Centre under the Pineapple Project, St Mary's now has new opportunities to benefit the wider local community, by working with local organisations, including a programme of social action addressing the theme of isolation.

Events of 2023

The work of St Mary's in 2023 was yet again dominated by the Pineapple Project, to redevelop the ground floor of St Mary's Presbytery in order to provide new facilities for the congregation and the local community, including a large meeting room, accessible lavatories and office space, and to construct a new connection between the Church and the Presbytery at ground floor and first floor level. This work, which had originally been due to be completed in April, was finally completed in November, just in time for its official opening by the Bishop of London on 25 November. The general consensus is that the new facilities fulfil a long-felt need very well both in terms not just of the new facilities and spaces but also in terms of connectivity and ease of movement around the premises. The congregation has also welcomed the new venue for drinks after the High Mass on Sunday, and for a variety of parish meetings (both educational and social). Parish life has quickly settled into the new normal. In addition, the new facilities have become popular with local charitable groups, as well as an art exhibition and regular use by the local Francis Holland School.

The PCC was very grateful for the gift from the ceramicist Edmund de Waal comprising 9 glazed vitrines each containing a porcelain vessel and gilded tiles, entitled 'one equal light' and inspired by the sermons of John Donne, which was installed on the wall of the link corridor and blessed by the Bishop of London.

During 2023, the PCC, guided by the Vicar, Fr Andrew, commissioned the restoration of many liturgical items, using the SS Peter & Paul and Jewels of the Madonna funds, to ensure that they will look at their best for the 150th Anniversary celebrations of the Church in 2024. Items which have been restored included:

- the 'Mendoza' High Mass set, 18th century Italian vestments worn by the Sacred Minsters at Easter, Christmas and some other major feasts;
- the best – silver and crystal – processional cross;
- the malachite cross and candlesticks on the altar of the Seven Sorrows chapel;
- the Benediction throne, including repairing the mechanism so that the throne can be raised more easily;
- the Paschal candlestick, which stands in the sanctuary during Eastertide; and
- the portable baldachino, used for the Altar of Repose on Maundy Thursday.

The new carved bench, the memorial to Fr John Gilling, mentioned in last year's report, was installed in the sanctuary in early 2023.

Total attendance at the Sunday High Mass has generally been in the range 70-90. We continue to live-stream the High Mass and it remains available to view for 24 hours. We regularly have 20-25 people watching online, and around 10 who watch the Mass afterwards. Various people who

watch online say that they feel part of our congregation through live-streaming. We also regularly upload sermons and musical clips, which are generally watched a few dozen times. Attendance at weekday High Masses is roughly half the Sunday number – it depends on the Feast being observed – and at the other services generally in single figures.

Our outreach to the homeless and vulnerable of central London continued to be led by the Presbytery housekeeper, Gloria Gardner, operating once a week and serving only the Victoria area. Once construction work for the Pineapple Project started, it had to move off-site, but returned once the work was completed.

The popular pre-Lent quiz was held again in 2023, but otherwise social activities and the School of Religion were restricted because of the unavailability of the Presbytery as a result of building work for the Pineapple Project. The Walsingham Cell continued to meet and also went on its Parish Pilgrimage to Walsingham at its usual time, just after the August Bank Holiday. Fr William Davage gave a very interesting Lent Course, a series of meditations on works of art depicting the Crucifixion. The delayed trip to Great Dixter Gardens finally took place in 2023.

The PCC held six meetings in 2023, including the formal meeting after the APCM to elect the PCC officers. The main issues discussed by the PCC during the year were:

- the Pineapple Project;
- other buildings, fabric and ornaments issues, including possible installation of a sound system, the latter remaining under discussion;
- finance and giving to St Mary's;
- the safeguarding of children and vulnerable adults;
- preparations for the celebration of the 150th anniversary of the dedication of the church in 2024;
- a proposed review of means of communication, including the parish website, in consultation with the wider congregation; and
- reports of St Mary's Trust issues.

The number on the Electoral Roll at the time of the 2023 APCM was 167, compared to 165 the previous year.

Roger Turner, a member of St Mary's congregation for several years, was ordained Deacon by the Bishop of Fulham in July. He will be ordained Priest in July 2024, and will serve his title at St Mary's. His is a late-age ordination – he trained to be a priest when he was younger, but did not pursue it at the time.

In July, St Mary's was saddened by the death of Fr Patrick Tuft, who came to worship at St Mary's with his wife, Pauline, when he retired as Vicar of Chiswick. He was a member of the College of Priests, and for most of his time with us he celebrated Mass and preached. He was much loved and will be sorely missed.

Finally, we wish to record our gratitude for the leadership of our Vicar, Fr Andrew Walker and Honorary Assistant Curate, Fr Sam Korn who is chaplain to St Mary Magdalene Academy, Islington. Without Fr Andrew's direction and, in particular, his fund-raising ability, the Pineapple Project would not have happened. He took a well-deserved sabbatical from mid-August to mid-November. We are particularly grateful to Fr Sam for his leadership during this period. The other members of the College of Priests were Frs Michael Brotherton, Gareth Davies, Stuart Leamy, Peter McGeary, Chris Newlands and Victor Stock. We continue to be grateful for everything that they all contribute to the life of St Mary's.

Public Benefit

St Mary's PCC has regard to the Charity Commission's guidance on public benefit. There are two aspects to St Mary's public benefit: its day to day ministry, and the Pineapple Project. St Mary's ministers to its small parish, but also to those more widely scattered worshippers who find spiritual sustenance in its traditional liturgy and beautiful music, providing pastoral care to those who live in the parish and those who worship in the church.

To protect the charitable focus of the new centre, a new charity, Pine Apple Bourne Street Ltd, has been set up (as a company limited by guarantee) to operate the new facilities (see Note 22 to these Accounts for more information). St Mary's will work with Pine Apple Bourne Street Ltd to provide a benefit to the wider local community (not limited to St Mary's parish) by working with local organisations. These activities are intended to include providing food (and clothing) for the homeless around Victoria station; activities and drop in facilities for those with dementia and their carers; lunch clubs for the elderly and isolated; as well church activities in support of St Mary's 'Ministry of Welcome'. The new charity also aims to create partnerships with and provide facilities for local organisations e.g. ESOL classes, the Francis Holland School, Narcotics and Alcoholics Anonymous and Singing for the Brain.

St Mary's Community Centre will also be available for public hire. It will therefore also provide a hub for local activity which has been missing until now, creating a greater sense of belonging and community. Charities and Belgravia and Westminster residents will be able to use the new meeting rooms at a lower cost.

We projected that the number of users in the first year would be over 1,000 for the various activities and public hire, in addition to the 450 pupils of Francis Holland School and about 100 for congregational events.

Safeguarding

The PCC continues to comply with the duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance on safeguarding children and vulnerable adults. Safeguarding is a standing item on the PCC agenda, a written report being submitted to alternate meetings. The regular congregation includes very few children. There are a number of young adults and a large number of older people some of whom are frail and/or housebound. The congregation is regularly reminded to look out for the welfare of others and to urgently report to the safeguarding officer should they have any concern.

Kate Costeloe was the PCC's Safeguarding Officer throughout 2023 but toward the end of the year began the process of handing over to Kate Woollcombe Gambrill, who took over the role in early 2024. Faith Allsop is the Children's Champion.

Financial review

The PCC's accounts are normally subject to independent examination, rather than audit. However, in 2023, as in 2022, because of grants received towards the Pineapple Project, described below, the PCC's income exceeded £1 million.

Overall, there was a deficit of £9,707 on the general fund in 2023, compared to a deficit of £29,563 in 2022. The general fund had net assets of £40,056 at the end of 2023, compared to £49,763 at the beginning of the year.

Total general fund income in 2023 was £174,496 compared to £165,714 in 2022. The main reason for this increase was the increase in total giving from £117,989 in 2022 to £130,215 in 2023, as there was again an increase in standing order donations (both Gift Aid and non-Gift Aid), from £68,341 in

2022 to £75,569 in 2023, and an increase in non-Gift Aid giving from £13,565 in 2022 to £18,951 in 2023, as a result of a single very large donation. Income for the use of the church fell from £12,654 in 2022 to £4,925 in 2023, as the PCC received no rent from Francis Holland School for the use of the undercroft during 2023, because the building works for the Pineapple Project made the undercroft unusable. The PCC received a bequest of £1,000 for the General Fund in 2022 from the estate of Mrs Rosemary Poole, for which we are very grateful (there had been no such bequest the previous year).

General fund expenditure in 2023 was £184,203, slightly down from £195,277 in 2022. Costs rose significantly in a number of areas. The very large increases in gas and electricity prices in the final quarter of 2022 meant that the total annual expenditure on fuel and power rose from £11,653 in 2022 to £21,485 in 2023. Expenditure on music rose from £58,435 in 2022 to £65,565 in 2023 as we increased choir stipends to keep them competitive with rates in other similar churches. Office expenditure, including the cost of the administrator, rose from £13,585 in 2022 to £15,243, partly because of the extra work for the administrator caused by the Pineapple Project. Because of the financial pressures arising from the loss of rent for the undercroft, energy costs and the large deficit in 2022, the PCC regrettably had to reduce its contribution to the Diocesan Common Fund from £75,000 in 2022 to £46,400 in 2023.

During 2023, total income relating to the Pineapple Project was £1,515,012, compared to £1,283,574 in 2022. The PCC received grants from outside bodies towards the cost of the Pineapple Project totalling £37,000: £20,000 from The Hyde Park Place Trust, £10,000 from the Trustees of Ascot Priory, £6,000 from the Strand Parishes Trust and £1,000 from the John Booth Charitable Trust, as well grants totalling £107,242 from the City Bridge Trust, which had been promised but not paid in 2022. In addition, St Mary's Trust gave or committed grants totalling £1,159,450 (including a £100,000 grant accrued to 2022), going beyond its commitment to the PCC that it would fund costs incurred by the PCC in connection with the Pineapple Project not covered by other income, up to a total of £1,058,077. The PCC also received or is due a further £372,690 in Listed Places of Worship VAT grants, as DCMS has decided that nearly all the work is eligible. Donations to the PCC for the Project totalled £22,409 during 2023, plus £5,196 associated Gift Aid. The PCC incurred costs of £2,225,310 in 2023 (compared to £857,398 in 2022) on the Pineapple Project, virtually all construction-related. The work on the Pineapple Project has been treated as the creation of a fixed asset in the accounts, with a net book value at the end of 2023 of £3,139,492 (£914,379 at the end of 2022), to be depreciated over 50 years.

During the year, £6,628 was raised through collections for other charities, compared to £5,889 in 2021. £3,303 was raised for Humanitarian Relief for Ukraine, shared between the British Red Cross and the United Nations Commissioner for Refugees. £2,200 was raised for St Mary's Cable Street, £954 for Cancer Research UK and £171 for Glass Door, a local charity helping the homeless. But this only includes money paid to the PCC restricted funds to pass on to the charity and not, for example, cheques made payable to the charity itself given in response to a PCC appeal. In addition, the PCC decided to give £625 to Under One Sky, another local homeless charity, from its St Antony Fund which is used to give food vouchers to homeless people who call at the church, as demand for these has declined, probably as a result of the pandemic and the building works.

Overall, therefore, at the year-end, the PCC had total net assets of £3,318,199, largely in restricted funds, compared to £1,860,675 at the beginning of the year.

St Mary's General Fund incurred significant losses in 2022, and smaller, but still significant, losses in 2023. The position has been exacerbated by the side effects of the Pineapple Project – the loss of income from the undercroft and the increased governance costs because of the audit requirement. Now the Project is complete, these factors no longer apply, and the PCC will need to

review its finances and consider how it can bring the General Fund into balance while also increasing its Common Fund contribution so that it more nearly covers its share of Diocesan costs.

The PCC operates internet banking, ensuring that there are two officers authorised to use it at any time, so that the operation of the account can always readily be independently checked. Currently, these are Kris Romanski, the Treasurer, and David Richards, Churchwarden.

Reserves policy

The PCC's normal policy is only to maintain a reserve on the general (unrestricted) fund to cover one month's costs, except where necessary to meet known future expenditure, as its objective is that current expenditure should be met by current giving and other income. Restricted Funds are maintained for specific purposes, which are set out in Note 20 of the Financial Statements.

Risk management policy

The PCC has considered the major risks which it faces. In its opinion, the PCC has established systems which, under normal conditions, should allow those risks to be mitigated to an acceptable level in its day to day operations

Related party transactions

St Mary's Trust

St Mary's Trust is a separate charitable trust, which was established on 24 March 1923, with independent Trustees who have discretionary powers to provide for the benefit of St Mary's Church, which is its primary purpose, or the work of the Church of England in the parish of St Mary's or in the neighbourhood. The Trustees appoint their successors. In practice, appointments of new Trustees are made after consultation with the parish. Three of the six current Trustees - Shane Fletcher, Michelle Gurney and Kris Romanski - are also members of the PCC. The Trustees are generally persons who are closely associated with St Mary's.

In 2023, the PCC received grants from St Mary's Trust totalling £572,200 under its commitment to the PCC that it would fund costs incurred by the PCC in connection with the Pineapple Project which could not be met from other income, including a £100,000 grant which had been promised earlier. In addition, further grants totalling £157,785 were due to fund Pineapple Project expenditure which had been committed before the end of 2023. In 2022, the PCC did not request any grant from St Mary's Trust, and none was given.

In 2023, St Mary's Trust also incurred £625 in connection with the Pineapple Project which was for the benefit of the PCC, towards the cost of the fund-raising researcher. In 2022, it incurred a total of £3,940 costs in connection with the project.

The Trust continued to meet the costs of renting 85 Chester Row from the Grosvenor Estate and related costs, because the house is lived in by the Vicar. In 2023, the Trust incurred £19,512 on the normal running costs of the property, compared to £17,818 in 2022.

Also in 2023, St Mary's Trust paid £14,060 towards shared gas costs (2022 - £7,424) to which it is appropriate that they contribute - since June 2019, the Trust and PCC gas supplies have come through separate meters, so the shares of costs can be accurately known. The PCC did not meet any other costs proper to the Trust during 2023.

Pine Apple Bourne Street Limited

The completion of the Pineapple Project has resulted in the setting up of a new independent charity in which the PCC has a material interest. Although the contract for the construction work was entered into by the PCC, the work was largely carried out on the property of St Mary's Trust, and significant funding was provided not only by parishioners and St Mary's Trust, but also by

outside donors, on the basis of the local community outreach that is one of the major aims of the Project. However, since a Parochial Church Council is not permitted by law to hold such property in its own name, it was agreed at an early stage that a new charity would be set up to operate the renovated property, under a long (potentially unlimited in length) rent-free lease from St Mary's Trust. The new charity, called Pine Apple Bourne Street Limited ("PABS"), was incorporated as a company limited by guarantee on 1st May 2023 and registered as a charity with the Charity Commission on 9th January 2024, and the lease was entered into on 11th March 2024. The renovated property, including the Russell Room as well as the Library and Sitting Room on the first floor (once refurbishment has been completed) will be known as "St Mary's Community Centre".

The charitable aims of PABS (similar to those of St Mary's Trust, but also reflecting the local community aspects) are "to advance the charitable work of St Mary's Church, or that of the Church of England in the parish of St Mary's (the "Parish") or in the neighbourhood of the Parish, for the benefit of the public, in particular but not exclusively to advance Parish and community education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents".

The constitution of PABS provides that the charity is to be run by directors who are also the charity trustees and members of the company, with the PCC being entitled to nominate up to three members, the others being the Vicar of St Mary's (ex officio), one nominated by St Mary's Trust, and one "community" member nominated by the Vicar.

In the period after the completion of the building works, but prior to the lease being entered into, the operation of the Russell Room and related parts were carried out on a "caretaker" basis on behalf of PABS, and so certain income accruing to and expenses incurred by the PCC in the relevant period will be for the account of PABS. Before the end of 2023, the PCC spent £136 on cleaning the Russell Room and £100 on equipping the kitchen, and it received £330 in payments for use of the Russell Room. The net amount received will be remitted to PABS.

The Helena and Kenneth Levy Trust

The Helena and Kenneth Levy Trust was set up in March 1990, when the late Mrs Helena Levy, a member of the congregation, gave £100,000 for the purpose. Its objects are the improvement, maintenance, repair and renewal of the fabric of the Church, its fittings and organ. Under the Trust Deed, the Incumbent and Churchwardens are the Trustees while they hold those offices - they are also ex officio members of the PCC. In 2023, as in 2022, the PCC did not request any grant from the Trust, and no grant was given. The Trust had agreed in 2019 and 2020 at the PCC's request to meet the cost of repairing cracks in the wall of the servers' sacristy, behind the apse, and redecorating it, and to meet the balance of the cost of replacing the lighting in church which could not be met by the PCC's designated fabric fund or other donations to the PCC for that purpose. This grant has not yet been paid because the work has still not been completed because of difficulties caused by the Covid pandemic and so the precise figure is not known. The current estimate is £53,422.

Others

In 2020, the Trustees of the Society of Saint Peter and Saint Paul Charitable Trust decided to wind up the Society and donate the proceeds to St Mary's PCC, to be used for specified purposes (see Note 15). Certain quoted investments formerly held by the Society are now held in the names of David Marchese and Kris Romanski jointly on trust for the PCC.

Members of the PCC and their close relatives donated £60,776 to the PCC in 2023 (£82,386 in 2022) in Gift Aid envelopes or by cheque or BACS transfer. As is customary and in common with

other PCCs, details of any further donations by PCC members and their close relatives of loose cash on the collection plate or in candle donation boxes cannot be known. Consequently, it is not possible to disclose the extent of any further donations of this nature but these are considered by the Trustees to be de minimis.

FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 2023

A. PCC INCOME 2023

Voluntary income	Unrestricted	Restricted	2023 Total	2022 Total
Candle donations	514		514	696
Collections at services	7,422		7,422	7,851
Planned giving subject to Gift Aid	83,003	675	83,678	81,264
One-off gift aid donations	12,683	30,822	43,505	75,503
Gift Aid recoverable	23,934	7,862	31,796	39,192
Planned giving not subject to Gift Aid	8,424	319	8,743	5,565
Other donations not subject to Gift Aid	18,951	5,182	24,133	29,543
Grants from Trusts		1,112,915	1,112,915	512,244
GASDS top up payments	1,433	201	1,634	2,549
Bequests	1,000		1,000	540,000
Sub total	157,364	1,157,976	1,315,340	1,294,407
Activities for generating funds				
Bookstall	2	5	7	-
Church lettings	4,925	-	4,925	12,654
Food, drinks and Parish parties	5,205	-	5,205	4,638
Sub total	10,132	5	10,137	17,292
Investment income				
Interest receivable on bank deposits	436	2,935	3,371	1,953
Other investment income		2,178	2,178	2,078
Sub-total	436	5,113	5,549	2,388
Church activities				
Fees from weddings & funerals	781	-	781	1,868
Sale of columbarium niches	3,630	-	3,630	1,800
Sub total	4,411	-	4,411	3,668
Other income				
Listed Places of Worship Scheme VAT grant	(757)	373,313	372,556	141,141
Other fees	2,910	-	2,910	1,406
Sub total	2,153	373,313	375,466	142,547
TOTAL INCOME	174,496	1,536,407	1,710,903	1,461,945

B. PCC EXPENDITURE 2023

Costs of church activities	Unrestricted	Restricted	2023 Total	2022 Total
Ministry: Diocesan Common Fund	46,400	-	46,400	72,500
Other ministry costs	1,938	-	1,938	1,910
Bank charges	456		456	517
Office expenses, including Parish Administrator	15,243	184	15,427	13,585
Missionary and charitable giving donations		5,262	5,262	4,484
Home missions and church societies		2,504	2,504	1,671
Church running and maintenance	36,570	-	36,570	59,539
Sacristy and Candles	2,723	39,598	42,321	8,907
Music: Salaries, fees and expenses	65,615	5,600	71,215	65,363
Flowers	-	1,333	1,333	2,027
Audit of the financial statements	8,100	-	8,100	7,500
Sub total	177,045	54,481	231,526	238,003
Raising funds				
Lunch and drink party costs	6,957	-	6,957	4,778
Stewardship costs	201	13	214	1,760
Sub total	7,158	13	7,171	6,538
TOTAL EXPENDITURE	184,203	54,494	238,697	244,541

C. SUMMARY	Unrestricted funds	Restricted funds	2023 Total	2022 Total
Total Income	174,496	1,536,407	1,710,903	1,461,945
Total Expenditure	(184,203)	(54,494)	(238,697)	(244,541)
Gains/(losses) on investment assets	-	(14,682)	(14,682)	793
NET MOVEMENT IN FUNDS	(9,707)	1,467,231	1,457,524	1,218,197
Total funds brought forward	49,763	1,810,912	1,860,675	642,478
TOTAL FUNDS CARRIED FORWARD*	40,056	3,278,143	3,318,199	1,860,675

* For a breakdown of these totals between funds, see Tables F (Unrestricted Funds) and G (Restricted Funds).

D. TANGIBLE FIXED ASSETS – Land & Buildings

Cost at 1 January 2023	914,379
Additions	2,225,113
Cost at 31 December 2023	3,139,492
Depreciation	-
Net Book Value at 31 December 2023	3,139,492

E. BALANCE SHEET as at end 2023

	2023	2022
Fixed assets		
Tangible assets	3,139,492	914,379
Investments	73,915	88,597
Total fixed assets	3,213,407	1,002,976
Current assets		
Stocks	645	300
Debtors	901,978	395,502
Cash at bank and in hand	94,596	760,085
Sub total	338,090	338,090
Creditors: amounts falling due within 1 year	(892,427)	(298,188)
Total net current assets	104,792	857,699
TOTAL NET ASSETS	3,318,199	1,860,675

F. UNRESTRICTED FUNDS

	At 1.1.23	Income	Expenditure	At 31.12.23
General Fund	49,763	174,496	(184,203)	40,056
Fabric Fund	-	978	(978)	-
TOTAL	49,763	175,474	(185,181)	40,056

G. RESTRICTED FUNDS	At 1.1.23	Income	Expenditure	Gains & losses	At 31.12.23
Flower collections	215	1,409	(1,333)	-	291
Collections for other charities	691	6,6	(7,136)	-	183
Charity donations (St Antony)	1,270	368	(630)	-	1,008
Music	34,385	3,867	(3,890)	-	34,362
Jewels of the Madonna	8,258	592	(8,850)	-	-
SS Peter & Paul	141,416	8,531	(32,458)	(14,682)	102,807
Pineapple Project	1,624,677	1,515,012	(197)	-	3,139,492
TOTAL	1,810,912	1,536,407	(54,494)	(14,682)	3,278,143

Purposes of restricted funds:

- Flower Fund - Money donated for the purchase of flowers for the church.
- Collections for other charities - Money raised through the church specifically to support the work of other charities.
- St Antony Fund for the Poor - To provide assistance for homeless and needy people who come to the church.
- Music Fund - To provide for any major repairs to the organ and for its continued use within the liturgy and, more generally, for the support and development of the church's musical tradition.
- Jewels of the Madonna Fund - For the purchase and maintenance of vestments, vessels and other items used in the services of the church and for other similar sacristy costs.
- SS Peter & Paul - Under the terms of the gift of the proceeds of winding up the Society of Saint Peter and Saint Paul Charitable Trust, for publishing works promoting the Christian religion; conserving, restoring, commissioning etc. church furnishings, memorials and works of a decorative nature at St Mary's; and supporting musical events at St Mary's.

Pineapple Project - To provide a community hall at 30 Bourne Street.

5. FINANCIAL STEWARDSHIP REPORT FOR 2023

In 2023, total giving for the general fund subject to Gift Aid totalled £94,904 compared to £90,456 in the previous year. Income tax recovered by the PCC under the Gift Aid scheme in 2023 was therefore £23,738, compared to £22,616 in 2022. In addition, St Mary's was able to claim £1,433 for the general fund under the Gift Aid scheme for small donations, compared to £2,116 in 2021.

Standing orders represent a future commitment to St Mary's and provide a steady and reliable source of income. In 2022, standing order giving subject to Gift Aid totalled £67,145, compared to £62,920 in 2022. There are now 48 people who give by standing order with Gift Aid. We also received £8,480 from a further 5 standing orders on which we could not claim Gift Aid their giving (£3,320 in 2023). Of the 53 donors, 9 give £200 or more per month, and a further 12 between £100 and £200 per month.

Envelope giving in collections remains our second largest source of regular income, although it fell to £15,859 in 2023, compared to £16,394 in 2022.

The final form of tax-efficient planned giving is Give as You Earn, now only used by one donor – the amount is included in non-Gift Aid standing order total.

Apart from planned giving, we received £11,901 in one-off Gift Aid donations for the general fund in 2022, compared to £11,142 in 2022. We also received £18,951 in donations without Gift Aid, compared to £13,565 in 2022.

Money given in collections not in envelopes fell slightly to £7,422 in 2023, compared to £7,851 in 2022.

We set up an online giving page on St Mary's website in 2020, enabling donors to give by credit or debit card using SumUp and Givealittle. Donations can also be received via PayPal. Donations of £1,506 (included, as appropriate, in the above figures) were received for the General Fund via these methods during 2023.

6. Report on the Kenneth and Helena Levy Trust for 2023

The Helena and Kenneth Levy Trust was set up by the late Mrs Helena Levy, a member of the congregation, who gave £100,000 for the purpose in March 1990. Its objects are the improvement, maintenance, repair and renewal of the fabric of the Church, its fittings and organ. The Trustees are the incumbent and Churchwardens of St Mary's, while they hold those offices.

The Trust's total income in 2023/24 was £11,556 (£9,880 in 2022/23); as in the previous year, it had no identifiable administrative expenses as investment management charges are reflected in the price of the units held, and there is no requirement for the accounts to be independently examined.

The Trust's investments are held in SUTL Cazenove Charity Equity Fund units and M&G Charibond Fixed Interest Fund units. At 5 April 2024, the end of the Trust's latest financial year, the valuation of the Trust's investments was £284,723, compared to £267,070 at 5 April 2023. The value of the holding of SUTL Cazenove Charity Equity Fund had risen from £185,179 at 5 April 2023 to £199,658 at 5 April 2024, whereas the value of the holding in M&G Charibond had risen from £81,891 to £85,065 over the same period.

The Trust held £10,451 in its deposit account at 5 April 2024 (£9,954 on 5 April 2023). In addition, there is accumulated interest included in the value of its investments. At 5 April 2024, this amounted to about £78,765. This means that the Trust has some £89,200 accumulated income. This accumulated income is considered by the Trustees to be available for funding grants to the PCC.

But £53,422 of this is already committed to making grants to the PCC for the lighting and other building work. This is the expected amount of the grant which the Trust agreed, at the PCC's request, to give to cover the balance of the cost of the church lighting project (the PCC was also intending to use the balance of its fabric fund to meet the cost) and other electrical works in church, the repair and redecoration of the servers' sacristy and the repair of the floor tiling in church. None of these grants has yet been paid to the PCC, for a number of reasons:

- the electrical work has not yet been completed because of the Covid pandemic, so the precise sum required is not known; and
- the money has benefited from a better rate of return than it hold have had in the PCC's deposit accounts.

This means that there is some £35,800 available for further grants. The next quinquennial inspection of the church is due in 2024. The Trustees would need to know whether that identifies much work as being necessary before considering grants for other works.

7. Report on the Fabric, Goods, and Ornaments of the Church 2024

Since our last report we have seen St Mary's benefit from the most significant investment in the last 100 years. The completion of the Pineapple Project means so much to us all. Accessibility, inter-connectivity, decent lavatories, a space to gather after mass, and so very much more. On behalf of the congregation we want to express, in the strongest terms, gratitude for what has taken place.

We are currently looking forward to a visit in June by our Church Architect. He will make his Quinquennial Inspection of the Church fabric. He will undoubtedly identify some matters which will need to be dealt with promptly, but we hope these will be few. We hope that some areas of dampness, which have been observed on the north side of the church, will be one focus of this inspection.

We have recently spent time undertaking an audit and some spot checking of the inventory of the church. In truth this is a job for the Victoria and Albert Museum, and our records still need to be updated so that we can connect descriptions of items with photos of the same so that we all know what we are talking about! The Flower and Vestment Festival will be taking place soon as part of our 150th Anniversary so we felt that all will soon have the chance to audit many of the vestments for themselves. However, we identified some items which should be added to the inventory, such as the Gilling sedilia. Most importantly we were unable to identify any alarming lacunae in our records. For example, we still have four monstrances available for use at Benediction:

16. MONSTRANCES		16th April 24 - NOTES					
32" Silver gilt monstrance	French, early 19th Century, set with 27 paste stones						yes
c.2" Copper gilt monstrance	Spanish, 17th Century, set with enamel plaques, damascened, with neckstrap						yes
19" Silver gilt monstrance	Rectangular base (RHS)						yes
15" Silver gilt monstrance	(LHS)						yes

We continue to be grateful to all those who care for the many precious items which grace St Mary's.

Martin Woolley & David Richards
Churchwardens

8. Report from St Mary's Trust

ST MARY'S TRUST

(Registered Charity no. 259887)

INTERIM REPORT FOR 2023

1. Objectives and aims

The objects of the Trust are to benefit the parish of St Mary's, Bourne Street, or the work of the Church of England in that parish or neighbouring parishes. The Trustees seek to fulfil these objectives by providing accommodation at the Trust's properties for clergy and other persons working in connection with St Mary's, providing facilities at the Presbytery for parish functions and other events, and providing financial assistance for St Mary's as and when required, and as funds permit. The Trustees during the year were David Marchese (Managing Trustee), Tom Cochrane, Shane Fletcher, Kris Romanski, Michelle Gurney and Rollo Burgess.

2. Activities and property

The Trust owns the freeholds of St Mary's Presbytery, 30 Bourne Street, London SW1W 8JJ, and 26 Graham Terrace, London SW1W 8JH.

For most of the year, the Basement and Ground Floor, and part of the First Floor of the Presbytery, were occupied in connection with the Pineapple Project, which was formally completed at the end of November 2023, although the Guest Room on the First Floor continued to be made available for visitors.

Of the three flats on the upper floors the Presbytery, the third floor flat continued to be let on a commercial basis, while the smaller second floor flat was occupied by Mrs Mundy, free of charge in connection with her appointment as Sacristan of St Mary's and the larger second floor flat was occupied by Fr Sam Korn, free of charge in connection with his appointment as Assistant Curate.

26 Graham Terrace continued to be let on a commercial basis. During the course of the year, various external and internal repairs and improvements to the property were made, in part in connection with the Pineapple Project.

In accordance with the arrangements agreed with the Parochial Church Council of St Mary's (PCC) in 2010, the Trustees continued to bear responsibility for rent and other outgoings relating to 85 Chester Row, London SW1W 8JL (let to the PCC by the Grosvenor Estate) as the residence of the Vicar, Fr Walker.

The Trustees are also the Patrons of the benefice of St Mary's, but during the year there was, of course, no patronage business.

3. Pineapple Project

During the year the work on the Pineapple Project, involving the redevelopment of the Ground Floor of the Presbytery (including the Ground and First Floors of what had previously been The Cottage), to produce the new Russell Room, a new entrance and lift, together with ancillary rooms on the Ground Floor and in the Basement (all of which was undertaken pursuant to the Main Contract entered into by the PCC), as well as the refurbishment of the Basement, Frontage and Courtyard of the Presbytery (undertaken pursuant to a separate Contract entered into by the Trust) continued apace, and was eventually completed in late November 2023.

The Trustees resolved in 2022 to set up a new charity company to which the Trustees would grant a long, rent-free lease in respect of the new Russell Room and related parts of the Presbytery, and steps to implement this were undertaken during the year.

During the year the Trustees also entered into Heads of Terms with Francis Holland School for the grant of a lease in respect of the Basement of the Presbytery upon completion of the Pineapple Project.

4. Financial status of the Trust

The main fund of the Trust's investments had a market value at 2nd January 2024 of £934,313 and the Carmel Hall fund had a market value of £84,472, both including cash. This compares with the values at the end of 2022 of £1,817,025 and £81,547. At the year end, the Trust had cash at bank of £92,784.

The change in the value of the Trust's investments from a year ago was mainly due to the fact that during the year, and in order to make payments due in connection with the Project, the Trustees withdrew from their investments (managed by Investec) a total of £892,000, bringing the total withdrawn between July 2022 and the year end to £971,472.

At the year end, the Trust had paid £371,040 to Borrás and £667,965 to the PCC in response to requests for funding, plus smaller amounts to the Architects and Project Manager, together totalling £1,057,643.

Under Resolutions passed in July 2022, the Trust committed to pay a total of £1,058,077 to the PCC towards the cost of the Main Contract, which was originally costed at £2,280,234 (including ancillary professional fees), in addition to paying the cost of the Contract relating to the Basement, Courtyard and Frontage, which was originally costed at £422,645 (again including ancillary professional fees), both figures inclusive of VAT.

The big question is how much the total bill will be under both contracts, and how much then will the Trust have left to pay it. Further details relating to these issues are to be found in the Treasure's Report and the Accounts of the PCC for 2023. In summary, and since the year end, it

appears that the PCC is likely to need to call upon the Trust to make a further grant of £119,888, and the Trustees have agreed to make such an additional grant should it be necessary. However, the eventual cost of the Contract relating to the Basement, Courtyard and Frontage is thought to be slightly lower than originally budgeted.

The Trustees have additional financial commitments in relation to the Presbytery that cannot be avoided, in particular the repair and redecoration of the exterior of the Bourne Street façade of the Presbytery and the interior of the Library and Dining Rooms, in addition to the repair of a leak in the Presbytery roof (all of which have in fact been undertaken at the date of this Report). And in due course, the old staircase of the Presbytery, which is now in a very poor condition, will have to be redecorated.

Fortunately, during the year we heard from solicitors acting for the estate of the late Hugh Easterling that he had left the Trust in his will a generous bequest, which will be very welcome indeed in the circumstances.

David Marchese

Managing Trustee

20th April 2024

9. Westminster (St Margaret) Deanery Synod – Triennium 2023-2026



The Westminster (St Margaret) Deanery is the largest of the three deaneries in the archdeaconry of Charing Cross, which broadly covers the modern City of Westminster within the Two Cities Area of the diocese.

Our deanery encompasses the historic City of Westminster, including most of the ‘West End,’ as well as Whitehall, Belgravia, Pimlico, and Knightsbridge. It juxtaposes areas of significant social and economic deprivation with affluent neighbourhoods. Notably, it is home to Parliament, government departments, major businesses, and organizations. The deanery comprises nineteen parishes, eleven church schools, and several other congregations and institutional chaplaincies.

Due to its location and historical significance, the deanery accommodates a diverse range of churchmanship representing the comprehensiveness of the Church of England, and + Sarah serves as our Area Bishop.

2023 saw the end of the triennium for the deanery, and thus was a year of change. Parishes elected new members to the synod, and new officers elected.

In June at the start of the new triennium Bishop Sarah visited the deanery, commencing with school worship at St Peter’s, Eaton Square, followed by a clergy Chapter meeting at St Michael’s, Chester Square. During lunch at the Grey Coat Hospital, the Bishop engaged with staff and students, who led a discussion on school life and posed insightful questions. Continuing to St Stephen’s, Rochester Row, Bishop Sarah interacted with members of the Tamil community before

concluding the day at St Anne's Soho with a deanery Eucharist. The day concluded with the annual Deanery Garden Party, held at the delightful garden of St Paul's Covent Garden.

The Deanery Synod convened at St Peter's, Eaton Square on November 27, 2023, during which I delivered a valedictory address after more than 20 years as the Deanery Lay Chair. Discussions centred on the current status of our deanery schools, which are grappling with significant demographic changes and declining rolls. An election was held for Deanery Synod Officers, resulting in the appointment of Richard Carter (St Peter, Eaton Square) as Lay Chair, Linda Ulrich (St Barnabas, Pimlico) as Secretary, and Fr John Pearson-Hicks (St Barnabas, Pimlico) as Chair of the Education Committee.

We will be hosting the Synod here at St Mary's on Wednesday, May 1 and the new Archdeacon of Charing Cross, the Ven. Katherine Hedderly, will be speaking. It will be good to be able to host the synod in a more appropriate way than has, occasionally, been possible over the years and to showcase the Russell Room. The annual Garden Party will take place in June in the Master's Garden at the Temple, preceded by Choral Evensong.

At last year's APCM, we elected Michelle Gurney, Tim Jones, and David Parchot to the synod. I serve on the synod in an ex-officio capacity as a member of Diocesan Synod which comes to an end this summer.

David Richards

10. Elections to PCC

Election of four people to the PCC, all for terms of three years.

11. Appointment of Independent Examiner to the PCC

A proposal to re-appoint Grant Wells of Philip Gambrell & Co Ltd., as independent examiner

C. First Meeting of the PCC

1. To elect vice-chairman, secretary, treasurer
2. To elect members of the standing committee
3. To note the date of the forthcoming PCC meetings
4. To agree the deputy wardens