

# **The Friends of the City Churches ANNUAL REPORT AND ACCOUNTS Review of the Year 2010-11**

The Executive Committee is pleased to report once again another busy and successful year for the Friends. The elected members of the Executive Committee, all Trustees, have been fully occupied in consequence. The Committee meets monthly during the year (except in December). Following the invitation in last year's Annual Report to members to consider joining the Committee we were very pleased to receive an expression of interest from Tom Pearson, who was subsequently co-opted to the Committee to help us develop our membership and marketing strategy. He has already made an excellent contribution to our thinking, and will be standing for election to the Committee at the AGM. The invitation to members to join the Committee remains open: anyone who feels they can contribute to its work is asked to speak to one of the officers.

Joe Hughes will not be standing for re-election, after four years service on the Committee. We thank Joe for his contribution, and we are delighted to say that he will continue his work for the Friends in Watching and the distribution of "City Events".

The Committee has decided that the governance of the charity would be improved if we moved to a system of three year terms for EC members, as near as possible a third of the Committee being elected (or re-elected) each year. This requires an amendment to the Constitution, which will be tabled at the 2011 Annual General Meeting. The new system would then come into effect in 2012.

## **Membership**

At 31 March 2011 there were 1153 members of the Friends, a net increase of 41 over the year. The Executive Committee's target of doubling the membership over the next four years has now become the remit of Tom Pearson, who is being assisted by a small group of EC members.

## **Administration**

Karen Chester continues her sterling work as Office Administrator. We are most grateful to her for her loyalty and unfailing cheerfulness. Karen is normally in the office at St Magnus part-time on Wednesday, Thursday and Friday: when she is not there the answerphone takes messages on 0207-626-1555; this is regularly cleared.

## **Accommodation**

We mentioned in last year's Annual Report that we would be considering our future office accommodation arrangements. This is still a live issue. We are not yet ready to come to a firm conclusion, but debate and enquiry continues.

## **Church Watching**

During the year we started watching at St Andrew by the Wardrobe. This brought the number of watched churches to fifteen, enabling them to open when otherwise they might have to be closed. In the current year we are starting to watch at a sixteenth: the Dutch Church in Austin Friars, on one day a month. We have over a hundred watchers to staff our current rotas and we take this opportunity of thanking them most sincerely for their contribution and unfailing enthusiasm. Anyone who feels they could undertake this duty is very welcome to apply to join the group and we encourage them to do so. Please contact David Salter, who runs this part of our activity.

## **Programme of Events**

**Walks and other events.** The City Churches Walks Day in the year under review was again based at St Mary Aldermary. The number of people taking part continued to decline. The Executive Committee has therefore decided to offer the Walks in a broader context of City-wide events. Details will be published on our web-site. In the year under review we took a closer hand in the arrangements for Open House weekend in the City in September, and this worked

out very well. This year we shall be repeating the experience, helping to ensure that as many churches as possible will be open, providing watchers where necessary, and arranging the services of City Guides for guided tours of a number of them. The Open House weekend this year will be on 17<sup>th</sup> and 18<sup>th</sup> September, and we expect most City churches to be open.

Throughout the year guided walks and other visits were again organised for members and their friends. Our thanks go to the volunteer guides who lead these, in particular Karen Chester, Tony Tucker and Paul Taylor. These events are greatly enjoyed by those who take part. They are so popular that they are always fully booked, and where the demand is particularly great we try and repeat the event after a short interval. The Chairman's day tour in September was again focused on Rochester, this time enjoying a guided tour of the Cathedral and an update on the work on Canons Row. A musical evening at St James Garlickhythe in January when we celebrated the Chairman's birthday was a great success.

**Carol Service.** The annual Carol Service was held at St Mary Abchurch in December. The church was full, and the atmosphere in the afternoon gloaming was magical. We all enjoyed the traditional mulled wine and plentitude of mince pies afterwards. It was a great opportunity to visit one of the churches which is not so easy to get into except on the day we watch there each week (Mondays).

### **Newsletters**

Four newsletters were published during the year. There is still occasional difficulty with the postal service, but this was largely overcome by the generosity of one of our members who contributed the sum needed to send them round by First Class instead of Second Class post.

### **Merchandise**

Sales of our limited range of merchandise (essentially mugs, ties, Tony Tucker's Guide, and Christmas cards) continued at a modest level. The 2010 Christmas card was a great success and produced a far healthier surplus than in recent years. In due course the merchandise range will be the subject of a review by Tom Pearson as part of the marketing strategy.

### **"City Events"**

"City Events" remains very popular, both in paper form and through the special "City Events" website (<http://www.cityevents.co.uk>). The website also has details of watched churches, weekend services in the City, and events at churches just outside the City boundary.

### **Befriending the churches**

The essence of the Befriending role is to become part of the individual church community with an earmark as a link to the Friends, so it is essentially low-key and long-term. Most churches now have befrienders appointed, but if anyone is interested in becoming a befriender please discuss with Melvyn Jeremiah, who oversees the scheme.

We kept in close touch with the Archdeacon's office throughout the year, and enjoyed a worthwhile exchange of views on matters affecting the churches. There have been some changes during the year, but much of the work that has been done will only bear fruit in the coming year. There are challenges in the City Corporation's intention to make the City a "seven-day-a-week" centre of activity for the general public including tourists, and we must be ready to respond positively. The many problems and opportunities presented by the staging of the Olympic Games in London in 2012 magnifies all this. We are ready to help and encourage in any way we can.

Finally I must record the sincere thanks of the FCC to the Bishop of London, the Archdeacon and the Area Dean, for yet another year of unfailing support and understanding. At the same time, my thanks go to all the volunteers who work so hard for the Friends, to whom any success we achieve is due.

*Oliver Leigh Wood*  
Chairman  
6<sup>th</sup> May 2011

# **The Friends of the City Churches**

## **Honorary Treasurer's Report**

### **Financial Year ended 31st March 2011**

I have pleasure in presenting the accounts for the year ended 31st March 2011. These have been inspected and certified by the independent examiners, Mitchell Rodrigues and Co. Ltd, Chartered Accountants.

The accounts comprise an Income and Expenditure Account for the year, a Balance Sheet as at 31st March 2011, and a "Statement of Financial Activities" which presents the accounts in a format required by the Charity Commission.

The Income and Expenditure Account includes all our costs for the financial year and is presented in a way which enables members to see the nature of our income and expenditure in some detail.

The "general expenditure" and related income headings effectively reflect our "day to day" administration and running costs, including the costs of our newsletter and church watching. The expenditure is partly offset by membership subscriptions and other income. There was again an overall deficit on these headings, part of which was due to some costs from the previous year falling to be met in 2010/2011. Without a significant future increase in income from subscriptions a continuing deficit on these headings is virtually inevitable.

Expenditure and income on events is shown separately and it will be seen that these generated a surplus as did the "City Events" publication. There was a further surplus on sales of merchandise, mainly due to the success of the Christmas Cards, and profits on sales of the popular "Visitors Guide to the City of London Churches" written by our own Tony Tucker.

It is satisfactory to note that the deficit on general expenditure was more than offset by the surpluses from events, sales and the "City Events" publication.

Generous legacies were received during the year from the estates of two of our former members, Miss. Ada Large and Mrs. Margaret Planner. In addition, there were significant donations from other supporters, in particular from many of our own members, whose generosity was outstanding and greatly appreciated. The Executive Committee will continue to closely monitor expenditure and income during the year to ensure that, as far as possible, donations from our members and supporters continue to be available for direct support to the Churches, rather than contributing to our general running costs.

In this context, donations and support provided by the organisation totalled £9,183. This was similar to last year and was less than the total of donations and legacies received. As a consequence, our total income for the year exceeded expenditure by £9,387, which in turn resulted in an increase in funds at the end of the year to £120,142. This sum is available for future expenditure in support of our objectives, in particular to support projects within the City Churches, and to provide a contingency for emergencies. Expenditure of £3,000 from these funds has already been incurred (in April 2011) as a contribution to the cost of the Gateway Project at St. Martin within Ludgate.

*Dave Cutler,*  
*Honorary Treasurer.*

**THE FRIENDS OF THE CITY CHURCHES**

**(Registered Charity No. 1050091)**

**Financial Statements**

**For the Year ended 31st March 2011**

**The Church of St.Magnus the Martyr,  
Lower Thames Street,  
London EC3R 6DN**

# THE FRIENDS OF THE CITY CHURCHES

## Income & Expenditure Account For the year ended 31st March 2011

<u>2009/10</u> £		<u>2010/11</u> £
	<b><u>General Expenditure</u></b>	
10,061	Administration	11,465
6,500	Rent	6,500
725	Insurance	666
3,987	Postage, equipment and other office costs	3,508
6,721	Newsletter	7,324
375	Refreshments	556
211	Churchwatching	1,292
564	Professional fees	504
60	Subscriptions	73
<u>29,204</u>		<u>31,888</u>
	<b><u>Income</u></b>	
(15,480)	Membership Subscriptions	(15,715)
(5,000)	Irish Genealogical Contribution	(5,000)
(4,380)	Gift Aid	(3,627)
(922)	Interest	(1,058)
<u>(25,782)</u>		<u>(25,400)</u>
<u>3,422</u>	<b><u>Net General Expenditure</u></b>	<u>6,488</u>
	<b><u>Members Events</u></b>	
(7,699)	Income	(8,159)
3,721	Less costs	5,292
<u>(3,978)</u>		<u>(2,867)</u>
	<b><u>"City Events"</u></b>	
(2,920)	Income	(3,100)
1,205	Less costs	1,420
<u>(1,715)</u>		<u>(1,680)</u>
	<b><u>Sales</u></b>	
(2,117)	Sales of Merchandise	(4,690)
1,678	Less Stock adjusted purchases	1,590
<u>(439)</u>		<u>(3,100)</u>
<u>9,038</u>	<b><u>Donations and Support</u></b>	<u>9,183</u>
<u>(2,937)</u>	<b><u>Donations and Legacies received</u></b>	<u>(17,411)</u>
(10,000)	Transfer from Sword Rest Provision	0
<u>(6,609)</u>	<b><u>Total Net Income</u></b>	<u>(9,387)</u>

# THE FRIENDS OF THE CITY CHURCHES

## Balance Sheet

As at 31st March 2011

<u>2009/10</u>			<u>2010/11</u>	
£	£		£	£
<b><u>ASSETS</u></b>				
106,618	Deposit - Central Board of Finance		50,325	
0	Deposit - Scottish Widows Bank		65,000	
0	Debtor - Interest Receivable		241	
1,432	Stock of Promotional items		1,528	
0	Petty Cash		99	
<u>3,349</u>	Balance at Bank		<u>3,533</u>	
<b>111,399</b>	<b>TOTAL ASSETS</b>			<b>120,726</b>
<b><u>CURRENT LIABILITIES</u></b>				
	644	Sundry Creditors	<u>584</u>	
<u>644</u>				<u>584</u>
<b>110,755</b>	<b>TOTAL ASSETS LESS TOTAL LIABILITIES</b>			<b>120,142</b>
<b>Financed by:</b>				
<b><u>UNRESTRICTED FUNDS</u></b>				
	104,146	Balance brought forward	110,755	
	<u>6,609</u>	Surplus for the year	<u>9,387</u>	
<b>110,755</b>				<b>120,142</b>
  Signed ..... Dave Cutler, Honorary Treasurer				
				Trustee
Dated: 27 April 2011				

# THE FRIENDS OF THE CITY CHURCHES

## Statement of Financial Activities

For the year ended 31st March 2011

	<u>Restricted Funds</u> £	<u>Unrestricted Funds</u> £	<u>Total</u> £	<u>2010</u> £
<b>Incoming Resources</b>				
Donations		17,411	17,411	2,937
Income from activities in furtherance of the charity's objects		15,949	15,949	12,736
Investment Income		1,058	1,058	922
Subscriptions		15,715	15,715	15,480
Tax Refunds		3,627	3,627	4,380
<b>Total Incoming Resources</b>	<u>0</u>	<u>53,760</u>	<u>53,760</u>	<u>36,455</u>
<b>Resources Expended</b>				
Costs of activities in furtherance of the charity's objects		19,174	19,174	9,038
Costs of generating funds		6,927	6,927	6,604
Management & Administration		18,272	18,272	24,204
<b>Total Resources Expended</b>	<u>0</u>	<u>44,373</u>	<u>44,373</u>	<u>39,846</u>
<b>Net Incoming Resources</b>	<u>0</u>	<u>9,387</u>	<u>9,387</u>	<u>-3,391</u>
Transfers & Provisions	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,000</u>
<b>Net movement in funds</b>	<u>0</u>	<u>9,387</u>	<u>9,387</u>	<u>6,609</u>
<b>Funds brought forward</b>	<u>0</u>	<u>110,755</u>	<u>110,755</u>	<u>104,146</u>
<b>Funds carried forward</b>	<u>0</u>	<u>120,142</u>	<u>120,142</u>	<u>110,755</u>

**INDEPENDENT EXAMINERS' REPORT  
TO  
THE FRIENDS OF THE CITY CHURCHES**

This report on the accounts of The Friends of City Churches for the year ended 31<sup>st</sup> March 2011 is in respect of an examination carried out under Section 43 of the Charities Act 1993.

**Respective Responsibilities of Trustees and Examiner**

As the trustees of the charity, you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is our responsibility to issue this report on those accounts in accordance with the terms of Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

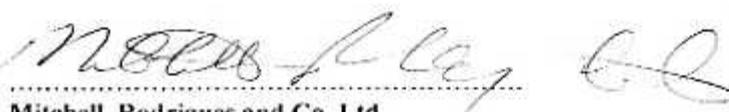
**Basis of Independent Examiners' Report**

Our examination was carried out in accordance with the General Directions given by the Charity Commission under Section 43(7)(b) of the Act and to be found in the guidance from the Church Board of Finance. That examination includes a review of the accounting records kept by The Friends of City Churches and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an audit opinion on the view given by the accounts.

**Independent Examiners' Statement**

In connection with our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in any material respect the requirements  
to keep accounting records in accordance with Section 41 of the Act; and  
to prepare accounts which accord with the accounting records and to comply with the requirements of the Act.  
have not been met: or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

  
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**Mitchell, Rodrigues and Co. Ltd.**  
**Chartered Accountants**

Suite 14, Zeal House,  
8 Deer Park Road, London, SW19 3GY.

**14th April 2011**