

St Matthew's
Westminster

Annual Report 2014

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Report of the Parish Priest

The Annual Parochial Church Meeting is an important occasion in the life of a parish. It is when we elect churchwardens and members of the Parochial Church Council for the coming year, and when we give account to one another for our stewardship of the church. It provides a snapshot of the life of our community, which is part of a continuum of faith stretching back locally to the foundation of St Matthew's in 1849 and in the universal church back to Christ himself. The Epistle of James reminds us that we are 'heirs of the kingdom which Christ promised to those who love Him'.

This snapshot of the past year should give cause for encouragement. We have seen growth in our community in a variety of ways, for which we must be thankful for the grace and love of God and also for the gift of one another. St Matthew's is a richly diverse community, and we are greatly blessed by the communities of people who together make the church – our Sunday and weekday congregations, the Friends of St Matthew's, and the many visitors who see us as their London home.

“This is how one should regard us, as servants of Christ and stewards of the mysteries of God”
1 Corinthians 4.1

St Matthew's is a remarkably busy, seven day a week church and we are enormously blessed by the generous commitment of many people that helps sustain and grow our common life. At the heart of our life together is the daily rhythm of prayer and I would like to record thanks to those who help maintain our pattern of worship, in particular Fr Peter Hanaway who has been such a faithful and good colleague over many years, our regular clergy assistants Fr Michael Skinner, and Bishop Graeme Knowles, and our Reader, Tamara Katzenbach. Our churchwardens, Grace Hoskin and Hilary Rowland, have provided invaluable support and encouragement and we are all indebted to them for the responsibilities they have undertaken on our behalf.

In the year we entered into a new partnership with the church of St Mary le Strand in the hope that we can together explore what it means to be church in the heart of the city. Although not quite adjacent, the parishes are near to one another. It is hoped that both churches will be used for the emerging *Just Festival Westminster*, which began at St Matthew's in the summer of 2014 under the guidance of Raymond Baudon.

In April 2014 we welcomed Claire Pinney as our church administrator in succession to Lisa Martell, and she has quickly rooted herself in the life of the community. We have once again been blessed by the ministry of our Pastoral Assistants, who contribute so much to our life together. On St Matthew's Day we bade farewell to Raymond Baudon and Ross Meikle, and welcomed Cameron Abernethy and Vanessa Hadley-Spencer in their place.

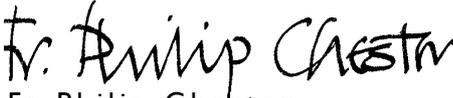
Our music is a source of delight and we continue to be blessed by the contribution Andrew Sampson and Maria Gayle-Rogers make to our worship week by week.

I would like to thank members of the Parochial Church Council for their support and leadership in the year past. Jane Kennedy has been a very able Secretary to the PCC, and Toby York has once again given outstanding service as our Treasurer, the role of which has grown in size and complexity as we have grown as a church.

The Conference Centre has had another good year. The easing of the recession has led to an increase in bookings which has been sustained through normally quiet times of the year. The dedication of Enver Sengul gives a distinct quality of service that is appreciated by clients and makes our Conference Centre unique in the centre of Westminster.

As we give thanks for the last year we look forward to new challenges and opportunities. The church can never stand still, and in the year ahead we will be revisiting our *Mission Action Plan* as we respond to the call to be good and faithful stewards of the mysteries of God.

Thank you to all who contribute to our common life and help make St Matthew's such a remarkable place.


Fr Philip Chester
Parish Priest

About St Matthew's Westminster

Aims

In law, the Parochial Church Council (PCC) is required to co-operate with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The specific aim of St Matthew's Westminster is to be a witness to the Catholic faith within the Church of England, drawing people from a wide area to the worship of God through Catholic teaching and practice, in particular, through its threefold ministry of prayer, hospitality and dialogue.

Structure, governance and management

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

Organisation

The PCC held eight meetings during the year including the meeting to approve the Annual Report and Accounts, the Annual Parochial Church Meeting ("APCM") and the formal meeting to elect the officers after the APCM. The minutes of all meetings are available on our website: stmw.org/pcc.

The PCC is made up of 8 ex officio members and up to 12 elected members. There is a Standing Committee of six members that prepares agendas for full PCC meetings and deals with urgent business between meetings. A complete list of members who served on the PCC during the year is included on page 7.

The number on the Electoral Roll announced at the APCM in 2014 was 128. Since then, there have been a number of changes. The combined number of 'usual weekly attendees' is about 160.

Legal and administrative information

The full name of the parish is St Matthew's Westminster. The address of the church is 20 Great Peter Street, London SW1P 2BU. Correspondence should be sent to the Parish Priest, Fr Philip Chester, at that address.

The PCC is a charity registered with the Charity Commission under number 1132355.

Members of the PCC

Ex officio and co-opted members

Incumbent	Fr Philip Chester † Chairman
Assistant priest	Fr Peter Hanaway
Headteacher	Emily Norman (until 31st December 2013) Rachel Jewitt (from 1st January 2014)
Churchwardens	Grace Hoskin † Hilary Rowland †
Deanery Synod Representatives	Alastair Callcutt Vice Chair Jane Kennedy † Secretary and weekday congregation representative Steve Willis † (Churchwarden until 27th April 2014)

Elected members

Jonathan Aitken	Lee Lieske	Steve Willis	Members retiring: Katherine Barlow (served until 27th April 2014) Suzanna Corbette (retired 30th October 2014)
Maria Gayle-Rogers	Susan Lowson	Rachel Whittaker	
Tamara Katzenbach	Elizabeth Lyle	Toby York † Treasurer	
Simon Lello	Eithne Risner		

In attendance (not members of the PCC)

Pastoral Assistants	Ross Meikle (until 31st July 2014) Raymond Baudon (until 31st August 2014) Cameron Abernethy (from 1st September 2014) Vanessa Hadley-Spencer (1st September 2014 to 31st December 2014)
Organist	Andrew Sampson

† indicates member of the Standing Committee

Review of the year

Congregational life

Fr Robin Crawford

Members of the congregation joined other friends and family early in the year for a memorial service to Fr Robin Crawford, who served as an Assistant Priest in the parish for many years. Robin had a long and extraordinary ministry including many trips to Ghana. In the 1960s he was headmaster of Navrongo School in north eastern Ghana. According to Ben Jabuni, one of his ex-pupils, Fr Robin was "passionate about bringing out the best in every pupil who had set foot in that school. He was utterly convinced that, given the opportunity, every one of us could succeed." He will be greatly missed.

Our neighbouring parishes

We enjoyed closer collaboration with the churches of St Stephen's, Rochester Row and St James the Less with monthly meetings for Mass followed by breakfast. A monthly Amnesty Group meeting was held in rotation between the three churches. St Stephen's and St Matthew's developed a joint pastoral assistant programme, with one of the two pastoral assistants living at St Matthew's working in the parish of St Stephen's and one of the two pastoral assistants living at St Stephen's working in the parish of St Matthew's.

Pilgrimages, parish weekends and outings

A party from the parish went on the annual pilgrimage to Walsingham in the spring and a group spent a weekend away at Wychcroft in the summer. Members of the congregation joined Anglican Catholic Future on pilgrimage to Canterbury Cathedral. In September, a group attended the Anglican Catholic Future festival at Southwark Cathedral.

Links with Westminster Abbey were maintained; members of the congregation joined the National Pilgrimage to the shrine of Edward the Confessor and took part in the Advent Carol service in the Abbey.

The parish tradition of church outings continued with occasional walks and theatre trips.

Patronal Festival

The Revd Matthew Catterick, Vicar of St Saviour's, Pimlico was the preacher at the Patronal Festival on 21st September. He preached of the "romance and thrift" in St Matthew and spoke generously about us: "We love this place. We hold it very dear. For many of us, if it's not been our first home at some point, then it feels very much like our second, a place that together we share."

Open Days

We held two open days during the year when the doors of the church, tower, conference centre and clergy house were opened to everyone. This was a good opportunity to develop our relations with people who work locally, local businesses and to renew friendships and to make new ones. During one of the open days we held a collection on behalf of the DEC appeal for ebola victims.

Review of the year (continued)

Congregational life (continued)

Community outreach

With donations of food and gifts for Christmas boxes we supported In-Deep Community Task Force, a local charity that works mainly with elderly people. One of the main aims of In-Deep Community Task Force is to bring friendship and understanding between people of different cultures.

St Mary le Strand

We celebrated the start of a new partnership with St Mary le Strand, and Fr Philip Chester was licensed by the Bishop of London as Priest-in-Charge in December 2014.

The PCCs of both churches are seeking to develop a partnership between them that strengthens existing patterns of ministry and develops new ones to further the mission and witness of the church. It is believed that the partnership will enrich both churches and produce something greater than the sum of the parts.

One of London's finest churches, St Mary le Strand is situated on a principal ancient thoroughfare at the eastern edge of the City of Westminster, bordering on the City of London and beyond the gate of a number of significant institutions including King's College London, the London School of Economics, the Royal Courts of Justice, Somerset House, Australia House, India House, the Savoy Hotel, HQS Wellington where two livery companies are based, and the Courtauld Institute.

Major redevelopment of much of the parish is currently taking place and will introduce a mix of retail, hotel and business occupants, along with a large number of residential units. The Northbank Business Improvement District (BID) is promoting a scheme for the pedestrianisation of the Strand around the church, which would transform its accessibility and increase its public profile. This will strengthen the role of St Mary le Strand as a place of connection in the heart of a vibrant and rapidly developing community.

The parish also has a church primary school, of which the incumbent is an ex officio governor, and the children come to the church for various services during the year. The incumbent and churchwardens are trustees of the Strand Parishes Trust, based in King's College, which is a major grant-making charity for the relief of poverty and advancement of life in Westminster.

Apart from being open for services on Sundays and Thursdays, the church is currently open from 11.00am to 4.00pm on Tuesdays, Wednesdays and Thursdays, but it is proposed that it should be open each weekday to grow and develop a sustainable ministry. We are establishing good connections locally through a programme of activity, including dialogue, the creative arts and hospitality.

Review of the year (continued)

St Mary le Strand (continued)

It is important for the church to be open for prayer, and for this to be realised as its primary calling – ‘a serious place on serious earth’ – but we are also conscious of the weakness of much of the contemporary Catholic movement to engage with mission and public discourse. Evelyn Underhill remarked that Anglo-Catholics are often ‘so interested in the inward journey of faith that they have no outward spring of action’. We hope this partnership might demonstrate a commitment to addressing this need and restore to the church a sense of the numinous, prayerful space.

Just Festival Westminster

In June we were delighted to host and co-sponsor the inaugural Just Festival Westminster. Just Festival is one of Edinburgh’s most popular and diverse festivals and we are indebted to our Pastoral Assistant, Raymond Baudon, for working so hard to bring this exciting opportunity to St Matthew’s.

Highlights of the 2014 festival included the performance of newly commissioned work by Spare Tyre Theatre Company, who engaged drama, music, dance and visual artists to research the history of St Matthew’s Westminster, using the experiences of the local community, including residents from the Peabody Estate, the Salvation Army hostel and the King George hostel.

St Matthew’s artist in residence, Lydia Bauman, exhibited her series of paintings “Faces of Faith” and gave a fascinating talk about representations of faith in art. Maria Gayle-Rogers accompanied by piano, gave a delightful recital in the courtyard garden.

Reg Bailey, Chief Executive of the Mothers’ Union chaired a discussion about the ways in which children are represented in the media, particularly the trend towards the commercialisation and sexualisation of childhood.

Rabbi Jonathan Wittenberg of the New North London Synagogue enchanted his audience with a conversation about Judaism, trees, and the environment.

The festival closed with two spectacular performances by Simply Soweto Encha, a group of *a capella* singers and dancers from Soweto.

Thanks to the generous support of many people and in particular, the Society of Motor Manufacturers and Traders, the festival ran a small surplus (see note 11 on page 29). The festival also successfully strengthened our links with local people and organisations, and gave us the opportunity to welcome new members into our congregation.

The PCC has agreed to support the 2015 Just Festival Westminster with a grant of £5,000.

Review of the year (continued)

Mary Brown monologues

In addition to Just Festival Westminster, Mary Brown performed her very funny show of Joyce Grenfell monologues. This was a popular and well attended event, and thanks to Mary's generosity, raised £776 for the church.

Pastoral Assistants

We again enjoyed the benefit of having two Pastoral Assistants help in the church and wider community. Over the past 19 years, the PCC has provided 39 Pastoral Assistant posts to 35 men and women. Two were appointed in 2014 together with two at our neighbouring parish of St Stephen's, Rochester Row, and enjoyed some joint activities for the first time in the history of this scheme. Of the others, 21 are ordained, and others continue to explore their calling.

The annual cost of the programme is approximately £30,000, made up largely of accommodation costs and a small subsistence allowance. The PCC is committed to this important mission and we are grateful to Westminster Abbey for its continued support through an annual grant of £2,000.

Administration

A new, full-time, staff position of Church Administrator was established and Claire Pinney took up her post in April 2014. She has contributed to the smooth running of the parish and supported the work of the clergy, Pastoral Assistants and the conference centre. We are enormously grateful for Claire's contribution to the work of the church and the wider contribution she has already made to our community.

Volunteer help

The work of St Matthew's could not be fully realised without the help and support of a large team of volunteers for services and for the additional 'behind the scenes' tasks. We are particularly thankful for the work of Margaret Robinson and Margaret Withers who have worked in the church office during the year.

Overseas links

The church enjoys good and growing links with the Church of The Atonement, Chicago. Occasional visits by clergy and members of the congregation were made between our churches in 2014. We continued our strong and established links with the Church of Sweden.

Review of the year (continued)

Children's Ministry

The Junior Church continued to grow. There was a rota of adults who provided leadership and supervision. New volunteers to help with children's ministry, including a new children's champion, came forward. A safeguarding policy for St Matthew's with details of the children's champions was displayed in the church.

The school

The connection between the church and school continues to thrive. Rachel Jewitt, the new headteacher, completed her first year at the school. Elizabeth Lyle represented the PCC on the school's governing body and her report on activities at the school is on page 19.

Study courses

The Lent Programme featured sermons on Sundays on the theme of 'Commitment to: Scripture, the World, Each other, the Church and finally 'My commitment (including some of the financial aspects)'. The sermon was then discussed at the midweek study group.

The Friends of St Matthew's

The Friends of St Matthew's had a successful year and membership increased to nearly 300. We welcomed new members from all walks of life and from across the world, including Australia, New Zealand, Canada, Sweden and the United States. Events for Friends included a pilgrimage tour by night of Westminster Abbey and some Friends also joined the church for other community events. Collectively, contributions from our Friends amounted to £6,086 (2013: £7,177).

Website

The website attracted over 16,600 unique visitors in 2014, up from 13,600 in 2013. The United Kingdom accounted for 74% of all visitors, the United States 9%, Australia and New Zealand 3%, Canada 2% and Germany 1%.

The history website, launched in 2013, continued to generate much interest and has resulted in previously unknown information about events and people connected with the parish coming to light.

Review of the year (continued)

St Matthew's House

As part of our ministry of hospitality, we allow individuals connected with the church to stay overnight in the clergy house. Guests are invited to make a voluntary donation to help meet the expenses of maintaining and running the house. Guests who wish to stay without making a donation are able to do so. The suggested donation for staying is currently £50 per person per night.

The PCC has an obligation to take proper care of church funds and the PCC considers that any loss of income through its policy not to demand payment for accommodation falls within its charitable remit and any resulting cost to the PCC is appropriate charitable expenditure.

During the year there were 653 bookings (2013: 513) with guests staying a total of 1,286 nights (2013: 1,089). This is a significant and demanding part of our ministry and one that requires considerable effort from our church staff and volunteers.

The surplus of income over expenditure in 2014 was £26,144 (2013: £19,555). This surplus will help us to make significant and much needed repairs to the house over the coming months. Details of income and expenditure are set out in note 12 on page 30.

The Trevelyan Trust under the trusteeship of the Parish Priest and Churchwardens owns the land and buildings that make up the clergy house and conference centre. The Trevelyan Trust is deemed to be a controlled trust of the PCC and therefore the income and expenditure of the trust form part of these financial statements. As title to the clergy house was granted to the Trevelyan Trust at no cost its value is not included within the balance sheet on page 21.

Conference Centre

St Matthew's Conference Centre Limited is a company wholly owned by the PCC. It manages the conference centre on behalf of the PCC. Many companies, non-profit organisations and government departments use the conference centre for seminars, meetings, briefings and training. During the year there was a significant increase in business in the conference centre, with more usage and a wider circle of clients.

The PCC is not required to prepare consolidated accounts and consequently the results of the conference centre are not included within these financial statements. The company produces its own financial statements under the small companies regime in compliance with Companies Act 2006 which are summarised in note 17 on page 34.

Review of the year (continued)

Congregational giving

£40,733 + 6%
(2013: £38,579)

Clergy house donations

£65,081 + 28%
(2013: £50,666)

Church activities and other income

£37,786 + 29%
(2013: £29,235)

Conference centre and investments

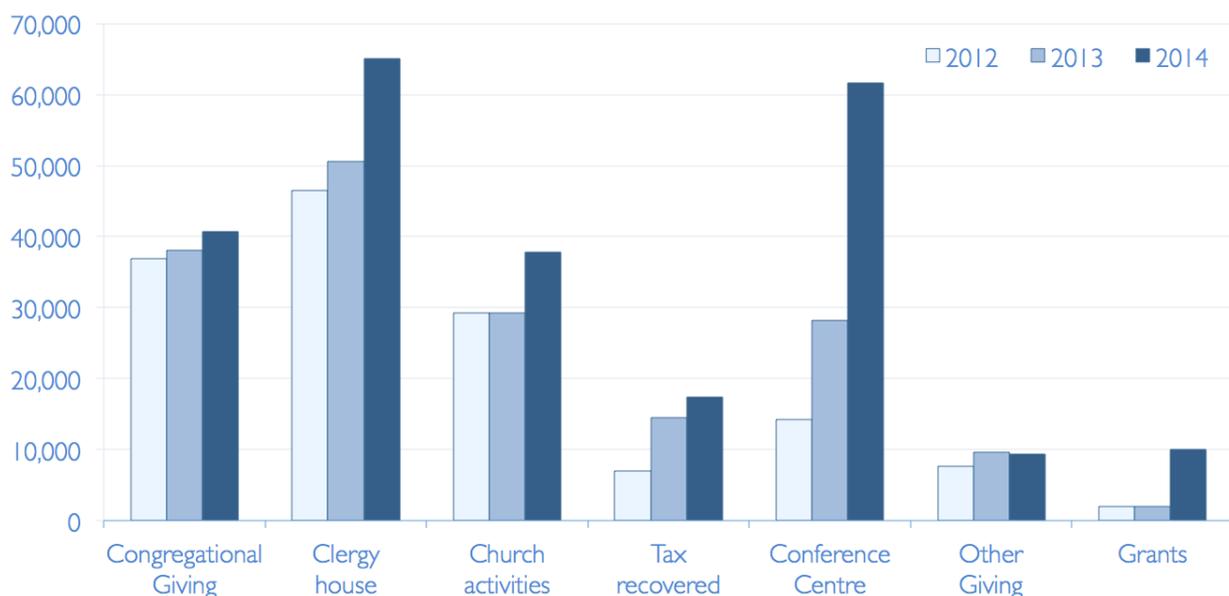
£60,935 + 119%
(2013: £28,159)

Common Fund

£35,000 + 13%
(2013: £31,100)

Net surplus

£54,266 + 31%
(2013: £41,443)



Review of the year (continued)

Financial performance

2014 saw continued improvement in the church's finances and was significantly better than the PCC was expecting due to increased profits from the conference centre and also increases in the number of visitors staying at St Matthew's House. The surplus of income over expenditure (excluding endowments) was £54,266 (2013: £41,443).

The year ended with a general fund balance of £153,038 (2013: £99,603) and a restricted fund balance of £7,754 (2013: £6,923).

The Greatorex Fund, an expendable endowment fund, increased by £20,178 to £455,178. The increase resulted from the sale of the residential flat in Regency Street. Since the year end, the proceeds have been invested in a balance of equity, bond and cash funds.

Income

Total income (excluding endowments) increased by 40% to £242,012 (2013: £172,342). Income and expenditure of the conference centre are not consolidated within the financial statements; the net profit is paid over by way of donation. If the results of the conference centre were consolidated, total income would have been £341,174 (2013: £247,736).

Congregational giving

Congregational giving increased by 6% to £40,733 (2013: £38,579). Within that amount, planned and regular giving by standing order declined very slightly to £28,189 (2013: £28,555) but collection plate and giving through the envelope schemes increased more significantly to £12,544 (2013: £10,024). This is a considerable achievement given the current economic climate.

The Friends of St Matthew's

Membership numbers of the Friends of St Matthew's increased overall, but income for the year was 15% lower at £6,086 (2013: £7,177).

St Matthew's House

There was an 18% increase in occupancy and a small increase in the suggested donation per person per night, which resulted in an overall increase in donations from guests of 28% to £65,081 (2013: £50,666).

Review of the year (continued)

Income (continued)

Conference Centre

The net profits of the conference centre increased by 119% to £60,935 (2013: £27,865).

The centre performed extremely well in 2014, with turnover up 57% to £160,792 (2013: £103,554). There were 278 bookings in 2014 with an average spend per booking of £578, compared to 191 bookings in 2013 with an average spend of £537.

Expenditure

An improvement in finances has enabled the PCC to begin a programme of much needed investment and repair to the church, conference centre and clergy house.

Common Fund

Our Common Fund, with the generosity of the Diocesan Board of Finance, has been kept at a reduced amount to give time to restore the financial reserves. We increased the payment in 2014 by 13% and our commitment for 2015 will result in a more significant increase and much closer to a contribution towards our full costs.

Salaries, honoraria and fees

Staff costs have increased significantly this year to £53,466 (2013: £26,525). These costs include the pastoral assistant programme, the costs of the full time administrator who joined in April 2014, and an honorarium for the sacristan, Christopher Naylor, who joined us at the end of the year.

Church running expenses

Church running costs include all the costs of running the church and church office (but not the clergy house or conference centre). In 2014 these costs increased by £12,532 to £36,526. Of the increase, £11,682 relates to repairs to the church and other buildings. Significant items include an upgrade of the audio equipment in church (£4,363), the replacement of the automatic bell chimer (£1,872) and safety improvements and repairs to the church tower (£2,684), which have enabled it to be let.

Although not included within the financial statements, the conference centre contributed £27,549 to improvements, including upgraded networking and Wi-Fi, redecorations to the conference rooms and new audio-visual equipment.

Review of the year (continued)

Major Risks

The PCC is responsible for identifying and responding to major risks facing the church. These are the major risks identified and considered by the PCC in 2014.

Safeguarding of children

The PCC discussed in detail the purposes and requirements of safeguarding procedures. The policy was considered carefully in the context of how children use the spaces when at church or are otherwise on the premises. Maria Gayle-Rogers was appointed safeguarding officer and a safeguarding policy was adopted and publicised.

Fire safety

The church and buildings are covered by the Regulatory Reform (Fire Safety) Order 2005 which requires fire safety to be determined through a Fire Risk Assessment. In 2013, the PCC commissioned a professional firm to undertake the Fire Risk Assessment which identified the risks; identified people particularly at risk; advised how to remove, reduce and protect from fire risks; advised how to record, plan, instruct, inform and train occupants; provided a list of actions and the means to review the assessment and the plans made.

The PCC made the Fire Risk Assessment a standing item on its agenda throughout 2014. Grace Hoskin, churchwarden, took responsibility for implementing the recommendations and with the help of Claire Pinney, the church administrator, good progress has been made.

Sudden and unexpected building repairs

The church, organ and buildings are large, ageing, listed and in constant need of careful repair and restoration which is often very expensive. The organ and buildings have not benefitted from any significant spending since the major restoration in the early 1980s following the damage caused by fire. The PCC therefore considers it prudent to build reserves to meet the costs of a programme of restoration and for unexpected expenditure for building repairs.

Financial Management

The PCC has a Financial Management Policy which meets the requirements of the Charities Act 2011, the Charity Commission guidelines "Internal Financial Controls for Charities" and "Accounting and Reporting by Charities: Statement of Recommended Practice (Revised 2005)".

Review of the year (continued)

Reserves Policy

The PCC discussed the following factors in arriving at its reserves policy:

- The PCC is dependent on the continued success of the conference centre and clergy house to maintain surpluses.
- Money should only be kept in reserve for specific reasons.
- Available funds should be spent on furthering the aims of the church.
- The PCC needs to be in a position to pay its full Common Fund as soon as practicable.
- Sensible planning for unknown events is important.

The PCC will seek to keep secure the income streams from the clergy house and conference centre and therefore costs in relation to the maintenance and upkeep of those buildings remains a priority. There is also some immediate need for remedial building works (particularly to the roofs), redecoration of the church and upgrade of the church lighting and security. The cost of these works has not yet been formally tendered but is likely to be in the region of £200,000.

Policy

The PCC's policy is to keep £175,000 in general reserves to cover staff costs, working cash and unforeseen emergencies. This represents six months' church running costs (approximately £95,000) and six months' conference centre income (approximately £80,000).

In view of the state of the buildings the PCC will also add £25,000 to designated building reserves each year until there are funds of £75,000.

The current reserves (excluding the endowment fund) are £160,792 while the reserves required by the PCC's policy are £250,000. The PCC aims to eliminate the shortfall of £89,208 over the next five to seven years.

This report was approved by the PCC on 24th March 2015, and signed on its behalf by:



Fr Philip Chester
Parish Priest and Chair of the PCC



Jane Kennedy
Secretary

Report from the school

Belonging, believing and achieving

Our Christian ethos underpins every aspect of life at St Matthew's School, with our daily act of Collective Worship being a central component of our school day. Since September 2014, Collective Worship takes place every afternoon for all pupils and builds upon the school's themes of belonging, believing and achieving.

Worship

Alongside celebrating Mass at the school every Wednesday, we have held a number of services in the church, such as the annual International Day Service, celebrating the rich diversity of culture at St Matthew's. In the autumn term, we held a St Matthew's Day Service and a Harvest Service. Our services are incredibly vibrant and inspirational and well attended by parents.

Music

We love to sing. Music is integral to the life the school and the choir, led by our specialist music teacher James Hearn, continues to thrive. There was an amalgamated choral event with St Mary's Bryanston Square in July last year. The choir also sang outside 11 Downing Street as part of the Small Businesses event with the Department of Business, Skills and Innovation.

Every child matters

Every child matters at St Matthew's School. Whatever their background or circumstances we strive to ensure that the school is as inclusive as possible. The school is extremely diverse, with children coming from a range of backgrounds and we work hard to ensure every child will have the opportunity to flourish and succeed. We hold a weekly Celebration Assembly every Friday which enables us to mark the successes of the whole week. Children's achievements, class work and birthdays are shared and celebrated. We finish with our Celebration Assembly prayer, a tradition at the school for many years. The Celebration Assembly is also well attended by parents.

Community

We continue to reach out to our wider community. The school has maintained strong links with the Abbey. Pupils and staff attended the annual Christingle Service and Year 6 visited the Abbey as a part of their WWII project. They also attend a leaving service at St Margaret's at the end of the year. Once a term, our Headteacher Rachel Jewitt meets with other Headteachers from across South Westminster and has instigated deeper collaborations.

Report from the school (continued)

Community (continued)

Laura Birch, PE subject leader, recently organised a south Westminster cluster school hockey tournament which was held at the school and has helped to forge stronger relationships between local schools. From September 2014, a uniform policy was implemented and all children from Nursery to Year 6 now wear the St Matthew's sweatshirt. The shirt has the small embroidered logo, the same logo used by the church. The smart look supports St Matthew's reach and awareness within the local community.

Excellence in education

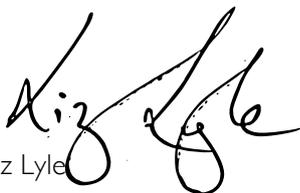
Providing an excellent education continues to be a priority, ensuring the academic, physical, personal, moral and spiritual enrichment of each child. In October 2013 the school was awarded a Good OFSTED rating and in the last year we have worked hard to build upon our strengths and address the recommendations.

Other highlights

Other highlights of the last year include Year 3's Enterprise Day held in December 2014. We were delighted that members of the PCC were able to attend. This year we also saw the school undergo a significant refurbishment, vastly improving the main entrance to the school, it now looks far more welcoming and professional.

Members of St Matthew's PCC and congregation are always very welcome to join both the weekly Mass and the Celebration Assembly. Or if you would simply like to see our new renovations please don't hesitate to get in touch with the school office on 020 7504 0500. We hope to continue to strengthen the links between home, school and the church over the next year.

For more information please visit our website at www.stmwschool.org.uk.



Liz Lyle

**Foundation Governor and
PCC Representative on the School's Governing Body**

Statement of Financial Activities

For the year ended 31st December 2014

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2014 £	2013 £
Incoming resources						
Voluntary income	2	142,257	340	-	142,597	114,948
Legacies	3	-	-	9,737	9,737	475,000
Activities for generating funds	4	66,411	-	-	66,411	31,124
Investment income	5	471	223	-	694	294
Church activities	6	32,310	-	-	32,310	25,976
Other incoming resources	7	-	-	11,039	11,039	-
		241,449	563	20,776	262,788	647,342
Resources used						
Grants and donations		658	-	-	658	680
Costs of generating funds	8	38,937	-	-	38,937	71,111
Church activities	9	148,165	-	-	148,165	99,483
Governance costs	10	254	-	598	852	217
		188,014	-	598	188,612	171,491
Net incoming resources		53,435	563	20,178	74,176	475,851
Other recognised gains and losses						
Gains on investment assets		-	268	-	268	592
Net movement in funds		53,435	831	20,178	74,444	476,443

Net movement in funds

For the year ended 31st December 2014

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2014 £	2013 £
Reconciliation of funds					
Balances at 1st January 2014	99,603	6,923	435,000	541,526	65,083
Net movement in funds	53,435	831	20,178	74,444	476,443
As at 31st December 2014	153,038	7,754	455,178	615,970	541,526

Balance sheet

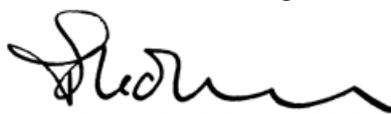
As at 31st December 2014

	Note	2014 £	2013 £
Fixed assets			
Tangible assets	15	5,481	1,639
Investment property	16	-	475,000
Other investment assets	17	20,838	20,570
		26,319	497,209
Current assets			
Debtors	18	71,158	33,908
Cash at bank and in hand		550,766	51,456
		621,924	85,364
Liabilities: amounts falling due within one year			
	19	(27,273)	(31,047)
Net current assets			
		594,651	54,317
Total assets less current liabilities			
		620,970	551,526
Liabilities: amounts falling due after more than one year			
	20	(5,000)	(10,000)
Net assets			
		615,970	541,526
Funds			
Endowment funds	24	455,178	435,000
Restricted funds	24	7,754	6,923
Unrestricted funds	24	153,038	99,603
		615,970	541,526

Approved by the Parochial Church Council on 24th March 2015 and signed on its behalf by:



Rev Philip Chester, PCC chairman



Toby York ACA, PCC Treasurer

The notes on pages 22 to 39 form part of these financial statements.

Notes to the accounts

For the year ended 31st December 2014

I Accounting policies

Accounting convention and accounts preparation

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing individual accounts of PCCs, together with the applicable accounting standards and the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

Funds

Unrestricted funds represent the general funds of the PCC that are not subject to any restrictions regarding their use and are available for spending on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in note 24 on pages 38 – 39.

The endowment fund is an expendable endowment that must be invested to produce income. The PCC has the power to convert all or part of the endowment into an income fund which can then be spent.

Incoming Resources

Recognition of incoming resources

Incoming resources are included in the Statement of Financial Activities when:

- (i) The PCC becomes legally entitled to the benefit of use of the resource;
- (ii) Their ultimate receipt is virtually certain;
- (iii) The monetary value can be measured with sufficient reliability.

Notes to the accounts (continued)

For the year ended 31st December 2014

I Accounting policies (continued)

Incoming Resources (continued)

Voluntary income and capital sources

Collections are recognised when received by, or on behalf of, the PCC.

Planned giving under Gift Aid is recognised only when received although the related Income Tax recoverable on Gift Aid donations is recognised when the donation is received.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Sales of books, CDs, magazines and candles, and funds raised by fairs and similar events, are accounted for gross when received.

Donated services and facilities

The value of donated services (other than volunteer help) and facilities are included in incoming resources and at the same time in resources expended, at the estimated value to the PCC of the service or facility received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental income

Income from the letting of church premises and facilities is recognised when the rent is due.

Income from investments

Dividends and interest are accounted for when receivable.

Investment gains and losses

Gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments to market value the year end. The investment in St Matthew's Conference Centre Limited is carried at historical cost in the balance sheet.

St Matthew's Conference Centre

The conference centre is operated by a limited company with its own board of directors. Expenditure incurred and income generated by running the conference centre are not included in these financial statements. A summary of conference centre income and expenditure is included in note 17 on page 32.

Notes to the accounts (continued)

For the year ended 31st December 2014

I Accounting policies (continued)

Resources Used

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Common Fund (previously referred to as the diocesan quota or parish share) is accounted for when payable. Any Common Fund unpaid at 31st December is provided for in these accounts and appears as a liability in the balance sheet (although there is no legal obligation to meet such liability).

Fixed Assets

Consecrated land and buildings and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by s96(2a) of the Charities Act 1993. No value is placed on the clergy house or on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers these to be inalienable property.

Other than inalienable property all expenditure, greater than £1,000, incurred during the year on movable church furnishings and other equipment is capitalised and written off over its useful life, normally 5 years.

All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and is separately disclosed.

Other fixtures, fittings and office equipment

Equipment used within the church premises, greater than £1,000 is capitalised and written off over its useful life, normally 5 years.

Notes to the accounts (continued)

For the year ended 31st December 2014

2 Voluntary income

Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2014 £	2013 £
Tax efficient planned giving:					
Congregational giving	37,163	-	-	37,163	37,199
Friends of St Matthew's	3,034	340	-	3,374	3,232
Donations for organ use	1,044	-	-	1,044	909
Donations to clergy house	23,012	-	-	23,012	16,051
	<hr/> 64,253	<hr/> 340	<hr/> -	<hr/> 64,593	<hr/> 57,391
Other planned giving:					
Congregational giving	3,570	-	-	3,570	1,380
Friends of St Matthew's	2,712	-	-	2,712	3,945
Donations to clergy house	42,069	-	-	42,069	34,615
	<hr/> 48,351	<hr/> -	<hr/> -	<hr/> 48,351	<hr/> 39,940
Total planned giving					
Other collections at services	1,913	-	-	1,913	961
Tax recovered through Gift Aid	17,426	-	-	17,426	14,516
Recurring grants	5,000	-	-	5,000	2,000
Non-recurring grants	5,314	-	-	5,314	140
	<hr/> 142,257	<hr/> 340	<hr/> -	<hr/> 142,597	<hr/> 114,948

3 Legacies

Legacy receivable	21	-	-	9,737	9,737	475,000
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Notes to the accounts (continued)

For the year ended 31st December 2014

4 Activities for generating funds

Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2014 £	2013 £
Church related activities	1,169	-	-	1,169	-
Income from conference centre 17	60,935	-	-	60,935	27,865
Other activities	4,307	-	-	4,307	3,259
	66,411	-	-	66,411	31,124

Income from the conference centre represents the charitable donation made by the PCC's trading company to the PCC in respect of the profits generated during 2014. More details relating to the trading of the conference centre are set out in note 17 on page 32.

5 Investment income

Other investment income	471	223	-	694	294
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6 Income from church activities

Statutory fees	1,629	-	-	1,629	856
Gross income from trading 11	30,681	-	-	30,681	25,120
	32,310	-	-	32,310	25,976

Notes to the accounts (continued)

For the year ended 31st December 2014

7 Other incoming resources

Other incoming resources represent the net profit on disposal of the investment property:

	2014 £	2013 £
Sale proceeds		
Gross proceeds	495,000	-
Costs of disposal		
Valuation of property	(475,000)	-
Other expenses	(8,961)	-
Totals costs	(483,961)	-
Incoming resources		
Net profit on disposal	11,039	-

8 Costs of generating funds

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2014 £	2013 £
Costs of providing hospitality		18,552	-	-	18,552	14,494
Legacy costs		-	-	-	-	40,000
Clergy house energy costs		4,893	-	-	4,893	5,204
Clergy house repairs		13,899	-	-	13,899	10,761
Clergy house insurance		1,282	-	-	1,282	-
Other clergy house expenses		311	-	-	311	652
		38,937	-	-	38,937	71,111

Notes to the accounts (continued)

For the year ended 31st December 2014

9 Costs of church activities

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2014 £	2013 £
Ministry: Common Fund and other contributions		35,269	-	-	35,269	31,341
Salaries, honoraria and expenses	13	53,466	-	-	53,466	26,525
Clergy expenses		403	-	-	403	465
Church running expenses		36,526	-	-	36,526	23,994
Church utility bills		8,071	-	-	8,071	9,129
Just Festival Westminster		4,780	-	-	4,780	-
Costs of trading activities	11	9,650	-	-	9,650	8,029
		148,165	-	-	148,165	99,483

10 Governance costs

Professional fees	254	-	598	852	217
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Notes to the accounts (continued)

For the year ended 31st December 2014

II Net income from trading and activities

Trading income during the year came from the following activities:

	Gross income £	Associated costs £	Net (loss) income 2014 £	Net (loss) income 2013 £
Hall lettings and church use	18,058	-	18,058	12,845
Food, drink and refreshments	8,960	(3,737)	5,223	2,794
Pilgrimages and parish weekends	3,028	(5,361)	(2,333)	(1,058)
Postcards, prayer beads and candles	635	(552)	83	(32)
	30,681	(9,650)	21,031	17,091

During the summer of 2014, the inaugural Just Festival Westminster was held at St Matthew's. Income and expenditure not included above but within the financial statements relating to the festival were:

	2014 £	2013 £
Income, included within:		
Voluntary income	3,415	-
Activities for generating funds	1,802	-
	5,217	-
Just Festival costs	(5,033)	-
	184	-

Notes to the accounts (continued)

For the year ended 31st December 2014

12 Net income from clergy house

Voluntary income from and associated costs of providing hospitality in the clergy house included within unrestricted funds on the Statement of Financial Activities:

	2014 £	2013 £
Donations to clergy house:		
Tax efficient giving	23,012	16,051
Other giving	42,069	34,615
	65,081	50,666
Costs of generating funds	(38,937)	(31,111)
	26,144	19,555

13 Salaries, honoraria and fees

The following amounts were paid to church staff during the year:

	2014 £	2013 £
Pastoral assistants	29,917	24,087
Support staff	21,417	2,438
Employer's National Insurance	2,132	-
	53,466	26,525

There are usually two Pastoral Assistants who volunteer full time for the benefit of the church and school. The costs related to pastoral assistants includes a subsistence allowance, rent and other expenses paid for their accommodation and training.

Fees of £3,000 (2013: £3,460) were paid to the organist and are included within Church running expenses.

Notes to the accounts (continued)

For the year ended 31st December 2014

14 Transactions with PCC members

The table below shows amounts paid and payable to members of the PCC during the year. The amounts relating to St Matthew's Conference Centre Limited (SMCC), although not forming part of these financial statements, are also shown. All expenses were properly incurred and conferred no personal benefit on members.

	For the PCC		For SMCC	
	Fees and honoraria £	Expenses incurred £	Fees and honoraria £	Expenses incurred £
Jonathan Aitken ¹	-	-	-	-
Katherine Barlow	-	-	-	-
Alastair Callcutt	-	-	-	-
Fr Philip Chester	-	21,433	-	4,325
Suzanna Corbette	-	-	-	-
Maria Gayle-Rogers	-	-	-	-
Fr Peter Hanaway	-	-	-	-
Grace Hoskin	-	371	-	-
Rachel Jewitt	-	-	-	-
Tamara Katzenbach	-	-	-	-
Jane Kennedy	-	-	-	-
Simon Lello	-	-	-	-
Lee Lieske	-	-	-	-
Susan Lowson	-	-	-	-
Elizabeth Lyle	-	-	-	-
Emily Norman	-	-	-	-
Eithne Risner	-	641	-	86
Hilary Rowland	-	-	-	-
Rachel Whittaker	-	-	-	-
Steve Willis	-	-	-	-
Toby York	-	1,718	-	3,834

Note 1: Other transactions with Jonathan Aitken are disclosed in more detail in note 23 on page 37.

Notes to the accounts (continued)

For the year ended 31st December 2014

15 Tangible fixed assets

Tangible fixed assets comprise a photocopier:

	2014 £	2013 £
Cost		
At 1st January 2014	5,784	5,784
Additions	6,884	-
Disposals	(5,784)	-
At 31st December 2014	6,884	5,784
Accumulated depreciation		
At 1st January 2014	4,145	2,828
Charge for the year	1,885	1,317
Adjustment on disposal	(4,627)	-
At 31st December 2014	1,403	4,145
Net book value		
At 31st December 2014	5,481	1,639
At 31st December 2013	1,639	2,956

Notes to the accounts (continued)

For the year ended 31st December 2014

16 Investment property

	2014 £	2013 £
Valuation		
At 1st January 2014	475,000	-
Acquisitions	-	475,000
Disposals	(475,000)	-
At 31st December 2014	<u>-</u>	<u>475,000</u>

The investment property was a residential leasehold flat in Westminster and was recorded at estimated market value. The valuation was carried out in February 2014 by Sean Mansfield, BSc Hons MRICS of London's Surveyors & Valuers Limited.

The property was part of the estate of the late Marguerite Greatorax, who left it to the PCC subject to a life interest. The life interest was relinquished and the property passed unencumbered to the PCC in 2013 and sold during the year. The gross proceeds were £495,000 which after selling costs produced a realised gain of £11,039 as set out in note 7 on page 27.

The net proceeds vested in an expendable unrestricted endowment fund for the benefit of the parish of St Matthew's Westminster.

The historical cost of the clergy house is not included within the balance sheet as title was originally granted to the Trevelyan Trust at no cost.

Notes to the accounts (continued)

For the year ended 31st December 2014

17 Other investment assets

The following investment assets were held during the year:

	Marketable securities £	Unlisted securities £	2014 £	2013 £
At 1st January 2014	5,568	15,002	20,570	19,978
Revaluations	268	-	268	592
At 31st December 2014	5,836	15,002	20,838	20,570

Marketable securities are investments held in CCLA's COIF Charities Investment Fund.

Unlisted securities represent the cost of the equity investment in St Matthew's Conference Centre (SMCC), a limited liability company wholly owned by the PCC, which operates the conference centre under licences from the PCC and the Trevelyan Trust. The net assets of SMCC are equal to the value of the investment.

All profits made by SMCC are paid to the PCC by way of charitable donations and during the year donations of £60,935 (2013: £27,865) were received. The PCC is not required to produce consolidated financial statements although the unaudited results of SMCC, which do not form part of these financial statements, are summarised below.

	For the years ended 31st December	
	2014 £	2013 £
Gross income	160,792	103,554
Less: costs of sales	(19,608)	(17,347)
Gross profit	141,184	86,207
Administrative costs	(80,249)	(58,342)
Profit before donations to the PCC	60,935	27,865
Donations to the PCC during the year	(60,935)	(27,865)
Net movement in funds in SMCC	-	-

Notes to the accounts (continued)

For the year ended 31st December 2014

18 Debtors

	2014 £	2013 £
Trade debtors and prepayments	15,460	11,707
Income tax recoverable under Gift Aid	1,334	3,742
St Matthew's CE Primary School	648	594
Anglican Catholic Future	608	-
St Matthew's Conference Centre Limited	50,972	17,865
Other debtors	2,136	-
	<u>71,158</u>	<u>33,908</u>

19 Liabilities: amounts falling due within one year

	2014 £	2013 £
Trade creditors	8,579	4,135
Fr Philip Chester	1,232	1,025
Toby York	-	147
Sebastian Lyle	-	63
Payroll taxes	807	-
St Matthew's CE Primary School	8,000	8,000
Lease creditor	-	604
Archdeaconry of Charing Cross loan	5,000	5,000
Accruals and deferred income	3,655	12,073
	<u>27,273</u>	<u>31,047</u>

The lease creditor was secured on the photocopier to which it related. A new photocopier was purchased outright during the year. The loan from the Archdeaconry of Charing Cross is interest free and unsecured.

Notes to the accounts (continued)

For the year ended 31st December 2014

20 Liabilities: amounts falling due after more than one year

	2014 £	2013 £
Archdeaconry of Charing Cross loan	<u>5,000</u>	<u>10,000</u>

The loan from the Archdeaconry of Charing Cross is interest free and unsecured. It is repayable within two to five years.

21 Material legacies

The PCC is aware of one outstanding legacy relating to a share of the income arising from part of the estate of the late Tudor Roberts. The Executors of the estate estimate the capital value of the legacy attributable to the PCC at £600,000. Under the terms of the will, this is required to be held on trust for the PCC by the Church Union.

22 Quinquennial inspection

The most recent quinquennial inspection was made by Russell Taylor Architects on 24th January 2012. All recommendations requiring immediate attention have been addressed.

During the year John Barnes was appointed as quinquennial inspector.

Notes to the accounts (continued)

For the year ended 31st December 2014

23 Transactions with related parties

Related parties and transactions with them during the year are summarised below:

Related party	Nature of relationship and transactions with the PCC	
Aitken Consultancy & Research Services A company controlled by Jonathan Aitken	Through this company Jonathan Aitken, a member of the PCC, rents a room in the clergy house.	
	Rent received by the PCC	£6,000
Anglican Catholic Future A charity registered in England	Fr Philip Chester is a trustee of Anglican Catholic Future and the PCC incurred expenses on behalf of Anglican Catholic Future that will be reimbursed.	
1 The Sanctuary Westminster London SW1P 3JT	Expenses incurred by the PCC	£608
St Matthew's CE Primary School A Church of England primary school	Fr Philip Chester is the Chair of Governors of the school and the headteacher, Rachel Jewitt (and previous to her Emily Norman), sits on the PCC. The school pays the PCC for certain work performed by the Pastoral Assistants and the PCC pays the school for accommodation provided to the Pastoral Assistants.	
18 Old Pye Street Westminster London SW1P 2DG	Accommodation expenses paid to the school by the PCC	£12,000
	Fees received from the school for work performed by Pastoral Assistants	£1,685
St Matthew's Conference Centre Limited A private limited company	Fr Philip Chester and Toby York were directors of St Matthew's Conference Centre Limited (SMCC) during the year and the PCC owns the entire issued share capital of the company. Details of transactions between the PCC and SMCC are set out in note 17 on page 34.	
St Matthew's House 20 Great Peter Street Westminster London SW1P 2BU		

Notes to the accounts (continued)

For the year ended 31st December 2014

24 Analysis of funds

	As at 1st January 2014 £	Incoming resources £	Outgoing resources £	Gains and losses £	As at 31st December 2014 £
Endowment fund					
The Greatorex Trust	435,000	20,178	-	-	455,178
Restricted funds					
Canon Atlay Memorial Fund	1,746	223	-	268	2,237
Gerard Irvine Memorial Fund	2,499	-	-	-	2,499
Organ Fund	117	-	-	-	117
The Friends of St Matthew's	2,561	340	-	-	2,901
	6,923	563	-	268	7,754
Unrestricted funds					
General Fund	64,432	176,368	(149,077)	-	91,723
Trevelyan Trust	35,171	65,081	(38,937)	-	61,315
	99,603	241,449	(188,014)	-	153,038
All funds	541,526	262,190	(188,014)	268	615,970

The Endowment Fund is the legacy from the estate of Marguerite Gretaorex (see note 16 on page 33).

Notes to the accounts (continued)

For the year ended 31st December 2014

24 Analysis of Funds (continued)

The restricted funds are all represented by cash held at bank or marketable securities.

The Canon Atlay Memorial Fund is for the training of men and women exploring a vocation to priesthood or other ministry in the church.

The Gerard Irvine Memorial Fund represents the excess of funds received following fundraising in 2012 for a memorial plaque and service for Fr Gerard Irvine, priest and previous vicar of St Matthew's.

The Organ Fund is for the maintenance of the organ.

The Friends of St Matthew's restricted fund is used to enhance the life and worship of St Matthew's and cannot be used for day-to-day running expenses. Unrestricted income from the Friends of St Matthew's is also received in the General Fund. In 2014, unrestricted income from the Friends of St Matthew's amounted to £6,837 (2013: £4,912).

The Trevelyan Trust is under the trusteeship of the Parish Priest and Churchwardens and is deemed to be a controlled trust of the PCC. The trust owns and manages the clergy house, offering hospitality to individuals connected to the church.

Independent examiner's report to the Parochial Church Council of St Matthew's Church, Westminster

This report is on the accounts for the year ended 31st December 2014 which are set out on pages 1 to 29.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts. You consider that an audit is not required for this year (under section 43(2) of the Charities Act 2011, "the Act").

It is my responsibility to examine the accounts (under section 145 of the Act), to follow procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Act), and to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Jo Abdul-Rahim ACA

Address: 7 Howe Close, Shenley, Radlett, WD7 9JF

Date: 24th March 2015