



# HEADLEY DOWN COMMUNITY CHURCH

## ANNUAL REPORT 2026

Headley Down Community Church

Eddey's Lane, Headley Down, GU35 8HU

[www.hdcc.uk](http://www.hdcc.uk)

Registered Charity No. 1095819

# Headley Down Community Church Team HDCC ~ “The Church in HD”

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## Trustees

Rev Elizabeth Knifton– Chair of Trustees

Cathie Russell – Secretary to the Trustees

Peter Knifton

Paul Whitley

Paul Chiles

## Pastoral Leadership Team

John Russell – Lead Pastor

Rev Elizabeth Knifton

Cathie Russell

Julian Gilbertson

### Treasurer

Allan Revers

### Pastoral Care and Hall Bookings

Cathie Russell

### Safeguarding Co-ordinator

Rev. Elizabeth Knifton

### Food Bank Co-ordinator

Pauline Firman

# ANNUAL REPORT – April 2026

## INTRODUCTION

The Annual Report for 2025-2026 has been collated by Paul Whitley.

This report is an annual legal requirement of our charity status with the Charities Commission.

Contained within each item in this report are the following elements:

A short factual report of an activity.

An appreciation of the contributions so many people make to church life ~ (Should you not see your name in print somewhere it is probably because you are one of the many unsung heroes in the church. Thank you for who you are, as much as for what you do.)

Questions and issues that may require consideration.

The report is presented under an Editorial and 6-headings and will be introduced at the AGM, when it takes place, as follows:

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Sadly, war is still raging across many parts of the world and countries are being oppressed by greater powers on both sides of the East -West divide. In a world where powerful leaders seem to make rash decisions, we pray for common sense to prevail in a democratic world. We pray for peace in a troubled world. We pray for God's intervention in our Christian world.

We are an active and busy church with activities happening four out of the seven days a week.

This report is a snapshot of the past year, celebrating those activities and the people who organize and run them. It is also a witness to the many people who work behind the scenes to keep the church looking and running as well as it does. This is your report, written by you, collated by me.

**Paul Whitley – Editor**

## **1 Practical**

The big news for this year is that late in 2025 I announced to the trustees that I was planning to retire this year at the end of July 2026. I am currently 74 and have been thinking for a while that it was time to create space for someone younger, with fresh ideas to start leading HDCC.

Cathie and I have been a part of HDCC, formerly St Francis Community Church since 2009 when we arrived at a Harvest Festival service and I felt the Lord say that "This is where you need to put down roots." My response at that time was, "Are You sure?" But having trusted the Lord for these kinds of things previously and following His leading, I became sure that this is indeed what He wanted us to do.

It was a few years later that the church decided that they wanted me to become Assistant to the Chaplain who was at that time, Rev. Marion Warren and so my post as a church employee began.

It was not always easy. At times there were difficulties but the Lord has been faithful in walking with us through the difficult times, bringing comfort and assurance that He was working His purposes out.

I believe that having survived 125-years on Headley Down, that the church has its best years ahead of it. It is Jesus' church to grow and I am certain that He has plans for the future that will surprise all of us.

Buckle up

**John Russell – Pastor**

**April 2026**

## **Trustee Report.**

The past year has seen a world full of turmoil, with conflicts still raging in Ukraine as well as Gaza and Israel and now Iran and the wider Middle East; we continue to pray as a church for world events and respond financially where appropriate through Samaritans Purse who are working in Ukraine and around the world.

The Foodbank continues to come alongside those in need locally with food, and additional help during the school holidays supplying Tesco vouchers as well as energy support. It has been very encouraging to see the Wednesday lunches so well attended. Pauline and the team are available to listen and pray with those who attend.

As a Church Family we believe we are called to support those in need physically, spiritually, and emotionally and prayer is available at every church service.

HDCC has two teams working closely together – the Trustees, and the Pastoral Leadership. The PLT meet monthly to attend to spiritual and practical matters relating to all church activities. The Trustees meet four times a year with extra meetings as necessary. We continue to be grateful for, and to Allan Revers, our Treasurer, who has covered the church's financial matters and has kept the Church solvent.

It is however, with great sadness that Allan has decided in his words to 'move on', and we are so thankful for his faithful and dedicated service to our Church, he will be a hard act to follow. I have enjoyed his practical advice and wonderful sense of humour.

Many of you will know that the church is governed by an ancient Trust Deed document and we are working hard to move from this to an up-to-date Community Incorporated Organization (CIO) structure, more suitable for modern charities such as ours. This is a long process, involving Land Registry and Charities Commission, this is now with our solicitor. Allan will continue to support the Trustees with the CIO application.

Our Pastor John and his wife Cathie are retiring this year after 17 years at the Church. What a fantastic team they have been. There is not a job in the church that they have not done.

Please consider what ministry you want to be involved in, Coffee time, Junior Church, welcoming and so much more. We need your support.

The Trustees are now working on an employment pack and advertisement for the new Pastor. We too are also looking for a new treasurer, if any of you know of someone or feel this is your ministry please contact me.

We look forward with anticipation to what God has for us in 2026/2027.

Please continue to pray that God will guide the Trustees as we seek a new Pastor and Treasurer.

**The Rev. Elizabeth Knifton, Spiritual advisor and Chair of Trustees**

## **Health and Safety**

Health and Safety continues to be at the forefront of all our professional and practical work done at Headley Down Community Church.

The main aim, as before, is to try to use contractors who conform to current Health and Safety requirements especially as regards their documentation. This is more expensive than 'doing it ourselves' but with the new legislation such as CDM (Construction Design and Management) regulations, and the requirement to be covered by professionals with standards and indemnities, means that we need to increasingly consider these issues whenever the trusteeship makes decisions. The church strives to adhere to and conform to H & S guidelines when dealing with contractors and our own volunteers alike. External contractors should have the appropriate insurance and safety measures in place. In 2025, this included the work done to repair and re-clad the soffits on the main church roof.

Any volunteer work in the church, such as work days, is preceded by an element of H&S awareness.

We have a Health and Safety Policy document, a copy of which is on the main noticeboard. It would be worth looking at this notice before anyone goes ahead to do work in or on the building. Please could anyone who notices something that is unsafe or hazardous bring it to the attention of the trustees, so that it can be sorted. The policy makes it clear that we are all involved in making sure our church premises are safe.

**Paul Whitley**

## **Safeguarding**

Revd. Elizabeth Knifton is Safeguarding Coordinator with Cathie Russell as deputy.

We are members of thirty-one-eight, the Safeguarding body that provides guidelines, policies and support.

Safeguarding is a necessary and important aspect of caring for all in our church community but especially children and vulnerable adults and so to this end, we continue to do all we can to provide a safe and suitable environment for the different activities and meetings that take place at and in the name of Headley Down Community Church.

The current Safeguarding Policy has been reviewed and will be approved and signed by the trustees for this coming year. This Policy includes the recommendation for safeguarding training as well as Code of Conduct forms and appropriate policies and procedures for workers and volunteers in the different activities of the church.

**Revd. Elizabeth Knifton**  
**Safeguarding Coordinator**

**Cathie Russell**  
**Deputy Safeguarding Coordinator**

## **DBS (Disclosure and Barring Service)**

Disclosures are required for all the Trustees, Leaders and those working in any capacity with children and vulnerable adults. A process of updating and applying for new applications continue throughout the year as required.

As new individuals join the family of the church and volunteer for roles relating to any of the above, a DBS application is required as stipulated in our Safeguarding Policy alongside the appropriate recruitment procedure (depending on the role). Renewal of each DBS will usually be done every 5 years, or can be checked at any time if an individual has registered on the Government Update Service online. The frequency of DBS applications and checks may be adjusted by the Safeguarding Officers and Trustees depending on changing recommendations at any given time.

**Cathie Russell**

## **Buildings**

There have been several events in building maintenance that have taken place in 2025, all to the benefit and safety of the church in which we worship.

Following a severe storm, the tree to the left of the church at the front was blown over, landing on the part of the roof that was repaired last year.

### **Church Roof**

The main church roof has again been professionally repaired with slates fixed and replaced. The soffits, barge boards and guttering have also been replaced with upvc material, a job that has been in the offing for some time.

### **Vestry Roof**

The vestry roof is due to be repaired in the near future. The biblical rainfall at the beginning of this year prevented any roof work being done and put many roofing contractors behind on contracts. We were also a victim of this but things are moving forward soon.

### **Work Days**

There has not been a designated 'work day' this year but having an excellent gardener that the church employs, there isn't much leaf clearing or branch trimming to do.

Paul Chiles is in the process of reorganizing storage space to be more effective in the work of the church. This process is ongoing.

### **Food Bank Cabin**

Following a succession of unfortunate break-ins to the food bank cabin, a security bar was purchased and fitted across the main cabin doors. There have been no recurrences since it was fitted. The bar was purchased using food bank funds.

**Paul Whitley**

## **CIO Update**

The transition from a 100 -year- old trust to a modern Charitable Incorporated Organisation (CIO) is making slow but steady progress

Whilst we are doing as much of the work in house as possible, we have a very helpful firm of specialist lawyers who are checking our homework and will do the clever bits regarding transfer of property when the time comes.

A draft CIO constitution has been created and is being reviewed by the lawyers.

This is based as far as possible on the Charity commissioners standard form, adjusted to match the spirit of the original trust deed.

Once this is OK it will go off to the Charity Commissioners for approval (or adjustment as they see fit) after which we will have a CIO.

Once this is done, and when we are ready, we can switch over to the new CIO and gradually wind up the old trust.

The CIO is by design a very general document, designed so we never have to change it.

It will be accompanied by a church handbook which will contain all the detail about how we operate, we will own this document ourselves so it can be adjusted and adapted as the church develops.

The land on which the church stands has never been registered with the land registry, and this process can take a year (or sometimes longer).

The good news is that the transfer to the CIO can be done without registering the land, although this is something that we will do in due course.

**Peter Kinifton**



## **2 Spiritual**

### **Pastoral Leadership Team**

What follows is an overview of some of the various activities that make up a snapshot of the life of Headley Down Community Church. There are many things that are initiated and undertaken by others who may not get a mention but they are much valued "heroes".

### **Leading the Church**

The Pastoral Leadership Team meet every month, in both online meetings and face to face over the year. They have overseen the many pastoral areas of the church, whether it be the services, special events, pastoral one on one meetings or whatever it might be.

We are all encouraged to see what God is doing among us and watch with delight as He grows His church among us. Currently, the PLT consists of John Russell, Rev. Elizabeth Knifton, Julian Gilbertson and Cathie Russell.

I, John, represent the team as pastoral leader and am responsible for the weekly news bulletin, worship team and special events like Alpha and The Chosen.

Rev. Elizabeth is our spiritual advisor, Safeguarding Officer and chair of the trustees.

Julian has oversight of the church website <https://www.hdcc.uk>

Cathie has responsibility for pastoral care, safeguarding, DBS procurement (soon to be outsourced), hall bookings and fundraising initiatives for the building fund.

Each of the team take turns in preaching with assistance from others from time to time.

### **The Gathering**

In 2025, during our Sunday gatherings, we included an open prayer time in our worship service to pray for those we love who are ill or facing difficulties, and we have seen many answers to prayer. We have continued to do this in the last year and the stories, that arrive as testimony to God's faithfulness continue to encourage and inspire us.

We also respond to global needs outside Headley Down. We've prayed for international situations and given to our mission partners, like Samaritans Purse, who minister in Ukraine and other places of need.

Paul Chiles, our second worship leader, has been injecting new and old songs into our worship team over the past couple of years. He will continue to lead the team after I have left in July. We are always on the lookout for new singers and instrumentalists to join us.

Shannon Court Care Home asked the team to lead carols for them again at Christmas 2025. It's been great to see some of the residents attending our Sunday service and Coffee Time on

Fridays. It is our hope and prayer that as Shannon Court comes under a new administration, that they will be able to continue with their visits.

## **Prayer**

In the last year we have continued to meet online via Zoom for twice weekly prayer meetings. They are another place that we continue to bring the many needs of others and also a place where the Lord communicates with us, guiding our thoughts through His Word, the Bible and other means like "pictures" and spiritual revelation.

## **Music and Worship**

We continue to use a mix of old and new songs in a contemporary style, always focussed on worshipping God, the Father, the Son, and the Holy Spirit. Our worship style reflects our identity as children of the pop music era. As the Lord continues to be present in our praises, we can expect new worship approaches as we move forward.

We continue to develop our worship team skills and try to meet up once a month to hone skills and learn songs. It's not always easy to accommodate various different busy lives in order to do this regularly. I would like to thank the support team of those who assist with the church computer on a Sunday and other times. They make sure you can follow things on the big screen. Also, those who help out on the mixing desk, which has been relocated to the back of the church.

Thank you to all those who, as always, have gone the extra mile in serving in this ministry, particularly when they had to be at the church for 9:30 to setup and rehearse. Our thanks go to Paul C, Martin, Pauline, Paul W, and Maggie.

## **Social Gatherings**

The Wednesday lunch has transformed into a "Community Lunch" event in recent times, as it has grown. Still taking place during the Food Bank, it has grown into an amazing "deeper" point of contact with local people, with relationships being built continually. The same is true with the Friday Coffee Time.

I will say it again. It is sometimes said that the measure of a church's effectiveness in the community can be seen if that church was suddenly not there anymore. Would the community miss it? I believe these events are some of the things that the community would miss if they weren't taking place.

**John Russell – Pastor  
Pastoral Leadership Team**

## **The Weekly Bulletin**

The weekly bulletin lists those who have indicated a desire to be remembered in prayer and is refreshed, largely, on a monthly basis, to keep the list meaningful. It also contains the weekly prayer diary and a list of upcoming events. Included are other items of interest to the members and friends of Headley Down Community Church. The weekly bulletin is posted on the Headley Down Community Church website and is currently also emailed to some in the wider church family.

**John Russell**

## **Home Groups**

We currently have two active home groups. One meets on Monday afternoons run by Pauline Firman and the other meets on Monday evenings run by John and Cathie Russell, supported by Paul and Monica Chiles. Home groups are the best environments for taking things a bit deeper and as a church we recommend that everyone consider being a part of one of these groups. We would love to expand the home group network if needed.

**John Russell**

## **Pauline and Martin's Home Group**

Our Home Group, consisting of 8 people, continue to meet every Monday afternoon from 2-4pm. Our sessions always contain some video input, discussion, songs and we finish with prayer. We have been using a lot of teaching videos from Spring Harvest and we have had some excellent teaching from people like Jeff Lucas and Mark Madavan. For 4 weeks we studied Philippians led by Jeff Lucas.

During Holy Week we met twice in the week and followed the daily events of Holy Week, including sharing Communion and watching The Bible series version of the Crucifixion on Good Friday, which wasn't an easy watch, but reminded us of the suffering and sacrifice Jesus made for us.

Pauline Firman

**Pauline Firman**

## **Samaritans Purse (Shoe Box Appeal)**

Once again, this year, we took part in the Shoe Box Appeal. Linda collected boxes and wrapped them. Ladies knitted hats, scarves and gloves and many items were collected throughout the year.

This year HDCC collected 253 boxes. Once again, we acted as a Collection Centre for Samaritans Purse. We collected over 100 boxes from local families, churches and organisations.



Although we do not know specifically where our boxes went, Albania, Moldova, Serbia, Ukraine, the Middle East and Eastern Europe were some of the countries who received our boxes.

**Linda Wickenden**

**Pauline Firman**

### **3. Community**

#### **Outreach**

Over the last year it has been a struggle to use The Chosen series on the life of Christ as seen through the eyes of the disciples due to its release schedule but where we can we have used episodes in our home groups. In particular, the Bible RoundTable discussions have proven a great tool for going "deeper" in our understanding of scripture and about the context and lives of Jewish people in the first century. The Chosen series is available on Amazon Prime Video.

Although the Alpha Course introduced many to a deeper reality in Christ, Alpha is a long course at 10-12 weeks and is a massive undertaking for a small church. We may well look at doing Alpha again in the future but I wonder if the model that we have developed for showing The Chosen might be a more manageable undertaking.

Of course, our outreach is not just about "courses", our whole orientation towards sharing our faith means that much of what we do is geared towards a missional mindset. From the Food Bank lunches and Coffee Time events to the monthly Cafe Church service, which has a specific "challenge" to encounter Christ within it, they all carry the desire to introduce people to the goodness of God in Christ.

To conclude, as always it has been a joy to see what the Lord has done among us by His Spirit over the last year and we look forward to experiencing what He will do among us through the rest of the year and into 2027.

**John Russell - Pastor**

#### **Pastoral Co-Ordinator**

As Pastoral Co-Ordinator I oversee any pastoral needs of the church. There is an informal structure of pastoral care in place within the home groups and various interest and friendship groups. Generally, this works extremely well with people looking out and caring for one another. However, with the church continuing to develop and grow, it is important to have a point of contact, to ensure that no-one is missed.

The aim of pastoral care is to offer friendship and support to everyone within the fellowship and give assistance, where appropriate, to anyone who is struggling whether due to illness or isolation.

Various groups and regular activities at the church have given the opportunity for both the church and village community to join in and enjoy socialising together. This has been appreciated and enjoyed by many, particularly those who may feel lonely or isolated at times.

Individuals are always welcome to talk confidentially to the leadership and receive prayer if wanted.

It is good to be mindful of all those around us who would benefit from being welcomed into the friendship and social groups of the church each week.

For any pastoral concerns, please feel free to contact me on 07964764494.

**Cathie Russell**

## **The Food Bank**

The Food Bank continues to serve approx. 50 families each week.

During 2025/26 we introduced a referral system, whereby each family would have to contact either the Social Prescriber at their doctors or the Citizens Advice Bureau to receive a written referral stating that the family was in particular need. This would then be emailed to me for my records.

These referrals will be reviewed every year. Anyone who walks into the Food Bank and asks for help will be given help immediately but will be asked to put a referral into place and they would be given a reasonable amount of time to do this. If this is not done, then unfortunately we would not be able to help them again. I am pleased to say that we have never been in a position like this.

Our Christmas afternoon was a great event. We organised a grotto where children came to collect a toy from Father Christmas and the parents went home with a family hamper with lots of Christmas goodies! We also had "live" entertainment. Sofia Belfice, who is our local PCSO, sang and played an assortment of songs in the hall where people came and sat and had mince pies, sausage rolls and hot chocolate.

Volunteers have changed during the year, but God has always provided someone to help where there was a gap. Currently we have 14 volunteers, 3 of which take deliveries to 10 families who have no transport.

We continue to serve lunches every Wednesday and this has turned into a Community Lunch, where local people pop in for lunch and a natter, together with Food Bank recipients. Numbers average 40+.

A BIG THANK YOU to all who help in the Food Bank. We all have our particular jobs to do and because of the great team work, it makes the dream work!

We must never forget to praise and thank God for providing the Food Bank with everything we need to run it. GOD IS GOOD!

**Pauline Firman – Headley Down Food Bank Co-ordinator**

## Community Lunches

The Community Lunch provision isn't just a place to come for lunch on a Wednesday; it is so much more. You can meet up with people for a chat, find help with any problems you need solving, find a sympathetic shoulder to cry on, and a prayer if you need one. There will always be somebody there to help you. This year we have moved the seating area into the church to provide more room and a quieter, more peaceful ambience. We also welcome Selina Franklin- Gordon to the team who will help with the afternoon lunch serving.



This lunchtime initiative has gone from strength to strength in the 4 years we have been running and we now have around 40 people attending on a regular basis each week. We even celebrate birthdays when appropriate. (Note the pink balloon in the above picture.)

Come for a chat, food, and laughter. You will be very welcome. Thanks be to God for his wonderful provision.

**Julie Standing**

## Coffee Time



Coffee Time continues on Friday mornings from 10.30am till 12.

Fresh coffee, tea and cakes, usually homemade, along with crumpets or cheese scones for those who enjoy a savoury treat, are on offer each week. We are open to the community and continue to encourage neighbours and friends to pop in for a cuppa and company. Donations only are requested for the refreshments. Numbers have grown and are between 20- 29 most weeks. It has been encouraging to see new faces and visitors coming through at different times and is a lovely opportunity to meet with friends for a chat.



We have now transitioned to setting up Coffee Time in the church which is proving to be more comfortable and easier to hear conversations. When the weather allows during the summer, we hold Coffee Time outside amongst the trees too. Occasionally a game of Scrabble has been taken up by some who enjoy a game with their refreshments, and this will continue to be available.



Grateful thanks go to my Coffee Time team of volunteers who commit to helping in this very enjoyable and worthwhile venture.

**Cathie Russell**

### **Chatterboxes**

Chatterboxes is a relaxed community craft and hobby group that is open to all. Bring along your hobby and meet new people. We are an accessible group with an accessible ramp and toilet for their use. We meet every Tuesday 9.30am till 3pm, and every other Friday evening, 4pm till 8pm. Children are always welcome to both sessions. For further information, contact Julie Cook on 07767086973.

**Julie Cook**

### **Events**

#### **Food Bank Christmas Hamper Day**

The food bank held its annual Christmas party day for the children of food bank recipients, when we also gave out our Christmas Hampers. James Palmer designed a magnificent



grotto for the visiting Father Christmas, which added to the excitement and mystery of Christmas for the many children who came to visit. Our thanks go to him for the work he put into the Grotto building, the sorting and organizing of the hamper produce and the vast donations of presents for children of all ages. Thanks also go to the







many volunteers who helped to pack hampers and sort presents into appropriate age groups.

## **Community Communication**

### **Whatsapp**

The main church communication platform is our HDCC Community Chat on Whatsapp. If you wish to join the group, contact Pauline Firman.

### **Parish Magazine**

The Headley Parish issues a monthly magazine in which both HDCC and the Food Bank always feature with a report on events happening in our church. Reports for the church are written alternate months by Monica Chiles and Paul Whitley. The Food Bank report is written by Pauline Firman.

### **Website:**

The website for Headley Down Community Church is [www.hdcc.uk](http://www.hdcc.uk)

**Paul Whitley**

## **4 Children & Youth**

### **Junior Church - Altogether**

As the year progressed, there have been changes within Junior Church and so Girls Together evolved into an 'Altogether' group with children of all ages from Junior Church joining in. Every third Sunday in the month Caroline Berwick and I would take a turn with the children. Each session includes themes or stories from the Bible with discussion, playing games and craft activities suitable for the ages present on that day.

The numbers of children attending varies each time from 2-8 and the age range can be from 2 years to 13 years old. We are delighted to have children come along on a Sunday but there is an urgent need to rebuild the team for Junior Church along with any older group that may develop, in order for the children to thrive and enjoy coming to church.

**Cathie Russell**

### **Junior Church**

Junior Church at Headley Down Community Church meets during service time three weeks out of the month with children remaining with families for worship during our Café style church at the end of each month. Junior Church is run by Cathie Russell, Caroline Berwick and Julie Cook. Fun-filled sessions with craft activities are suitable for all ages. Our current age range is 2 to 13 years and all are included in every session. We find joy in hearing the children learn through story telling and laughter. All children are given the opportunity to show the crafts they have made at the end of each service in a 'Show and Tell' format.

**Julie Cook**

## ***5 Administrative & Other Services***

### **Hall Bookings**

Throughout the year, the hall can be booked out to members of the church and the wider community for both one-off functions or as a regular booking.

Bookings are fitted in between the various church activities which utilise the hall regularly throughout the week. There have been a few more bookings this year, including a current weekly commitment. We are grateful for the additional income whenever there are bookings and it is always good to see the hall being used by the community.

A simple Conditions of Hire and Booking Form is completed for each booking and payment is usually taken in cash.

Bookings can be made via me, the hall bookings manager on 07964764494 or email: [cathierussell@headleydown.com](mailto:cathierussell@headleydown.com)

**Cathie Russell**

### **Church Cleaning**

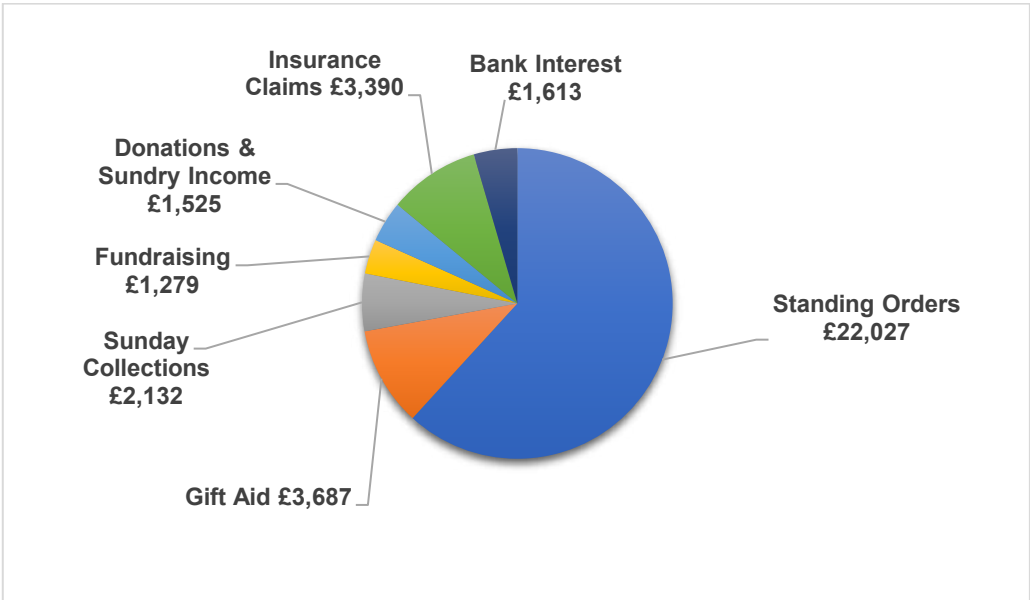
The church has been cleaned regularly each week over the past year.

# 6. Finance

## 6.1 General Church Funds

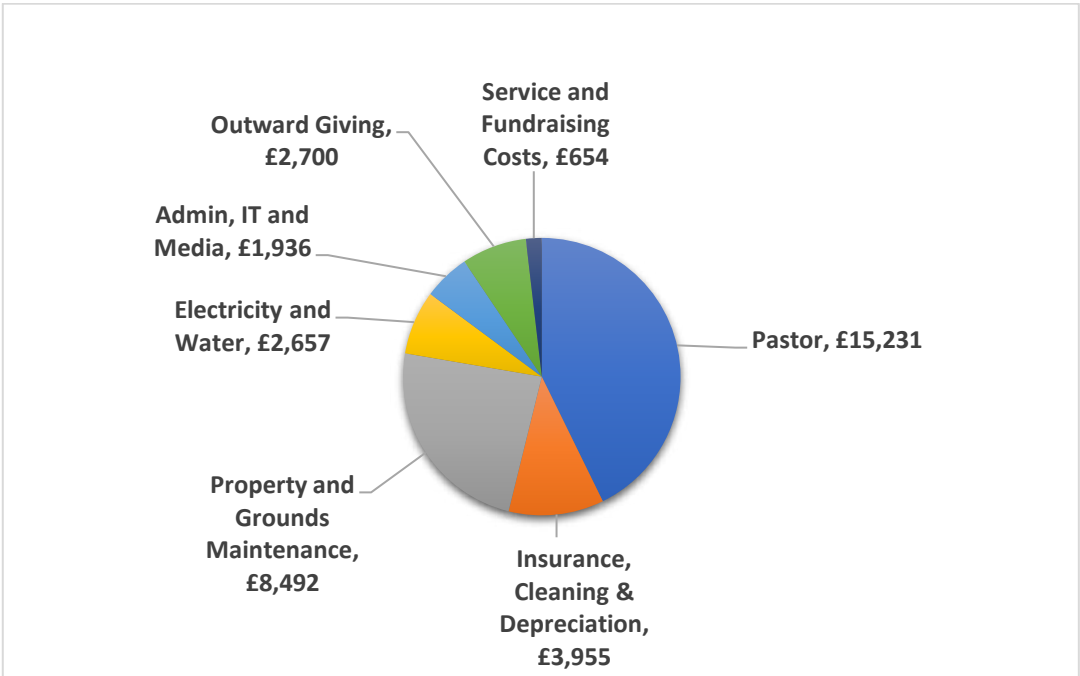
The boost to income following the introduction of a Sunday collections plate in June helped to cover church expenditure in the year. Overall, there was a small surplus of £28. The income total in 2025 was £35,653. This included insurance claims of £3,390, so the underlying income was £32,263 compared to £32,370 in 2024.

### INCOME



### EXPENDITURE

The expenditure total was £35,625 which included Property Repairs of £7,282 which are detailed below.



## Property Repairs and Maintenance Costs

This cost heading also includes Equipment purchases.

There were specific donations for church building maintenance totalling £890. This, along with a receipt of £2,940 from the insurance claims for the fallen tree and church roof damage, was added to the general provision carried forward to 2026 towards the repairs due.

Specific donations of £204 were received towards the £1,500 expenditure on the mixing desk.

Property Repairs/Mtce and Equipment	2025
Insurance Claim receipt c/fwd	2,940
Mtce Donations in 2025 c/fwd	890
General Mtce Provision top-up	900
Mixer Desk	1,500
New Church Computer (£500 donated)	648
Dishwasher Repair	311
Other	93
<b>Total</b>	<b>7,282</b>

The general repairs provision in the 2025 accounts was £13,655 and this will be available for expenditure in 2026 as follows:

Outstanding repairs	£
Church roof, fascia, soffits and guttering	6,940
Vestry Roof (quotation)	3,500
Total chargeable to provision	10,440
Remaining provision balance	3,215
<b>Total Provision available at 31/12/25</b>	<b>13,655</b>

## 6.2 Buildings Fund

Funds advanced by **£9,384** in 2025 to **£218,448**

The main income was bank interest of £9,560.

There was also gift aid of £77.

There was a donation of £500 to be used for general church purposes and this was allocated to accruals to match with expenditure in 2026.

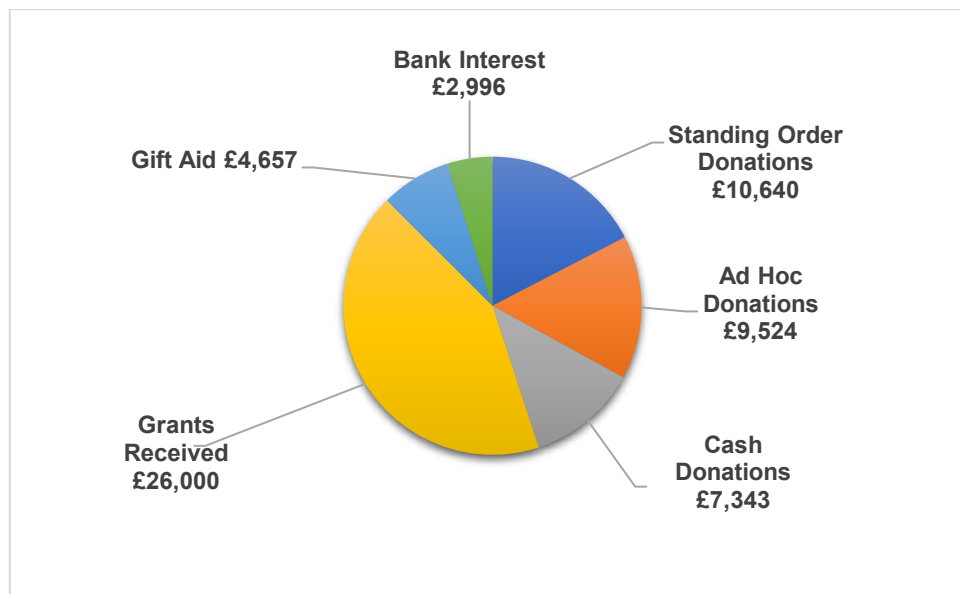
Expenditure comprised a planning application fee of £253 related to the potential acquisition of Woodlands Hall which did not proceed.

### 6.3 Food Bank Fund

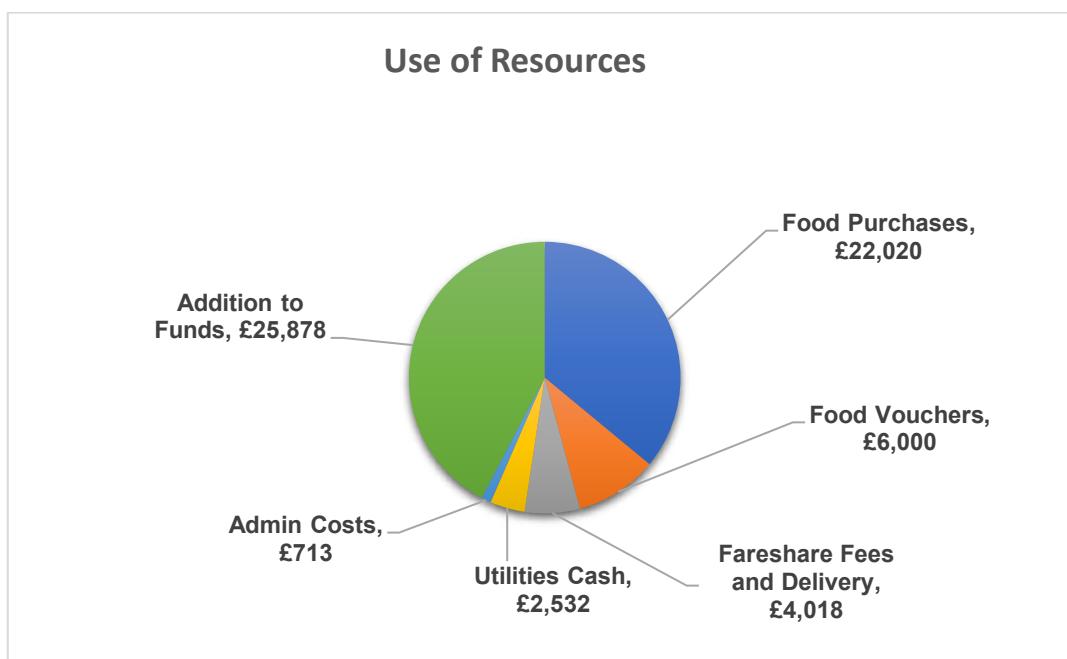
Income was **£61,160**, Expenditure **£35,282** and the net addition to Funds was **£25,878**. The fund total carried forward was **£103,809**.

Grants were received from Hampshire County Council £20,000, The Hampshire and Isle of Wight Community Foundation £3,400, Headley Voluntary Care £1,500, Asda £600 and Woolmer Lions Club £500.

#### INCOME



#### Use of Resources



## 6.4 Summarised Accounts

<b>Statement of Financial Activities Year ended 31st December 2025</b>	<b>2025 GF</b>	<b>2025 FB</b>	<b>2025 BF</b>	<b>2025 Total</b>	<b>2024 Total</b>
Income	35,653	61,160	9,637	106,450	99,614
Expenditure	-35,625	-35,282	-253	-71,160	-85,467
<b>Movement in Funds</b>	<b>28</b>	<b>25,878</b>	<b>9,384</b>	<b>35,290</b>	<b>14,147</b>
<b>Balance Sheet at 31st Dec</b>	<b>2025 GF</b>	<b>2025 FB</b>	<b>2025 BF</b>	<b>2025 Total</b>	<b>2024 Total</b>
Fixed Assets Net Value (Cabin)	13,131			13,131	14,007
Bank Deposits and Cash	52,104	105,599	218,948	376,651	333,795
Current Liabilities (See Note 1)	-23,474	-1,790	-500	-25,764	-19,074
<b>Net Assets</b>	<b>41,761</b>	<b>103,809</b>	<b>218,448</b>	<b>364,018</b>	<b>328,728</b>
<b>Funds</b>	<b>General</b>	<b>Restricted</b>	<b>Restricted</b>	<b>2025</b>	<b>2024</b>
Reserves b/fwd 1st January	41,733	77,931	209,064	328,728	314,581
Movement in Funds	28	25,878	9,384	35,290	14,147
<b>Total Funds 31st December</b>	<b>41,761</b>	<b>103,809</b>	<b>218,448</b>	<b>364,018</b>	<b>328,728</b>
<b>Note 1</b>	<b>2025 GF</b>	<b>2025 FB</b>	<b>2025 BF</b>	<b>2025 Total</b>	
Church Mtce Provision	13,655				
Legal Fees Provision	6,300				
Tree Maintenance	700				
Utilities accruals	520				
Youth Group provision	293				
Other Sundry Accruals	435		500		
Food Bank expenses Dec 2025		1,790			
Deferred Income (Cabin Grant)	1,571				
<b>Total Current Liabilities</b>	<b>23,474</b>	<b>1,790</b>	<b>500</b>	<b>25,764</b>	

6.5 The full **HDCC Charity accounts** are in the appendix to this report.

**Allan Revers**

**HDCC Treasurer**



**Registered Charity No.1095819**

**Accounts for the year ended  
31 December 2025**

Page 2	Statement of Financial Activities
Page 3	Balance Sheet
Pages 4-7	Notes to the Accounts
Page 8	Examiner's Report



# HEADLEY DOWN COMMUNITY CHURCH – Registered Charity No.1095819

## STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31<sup>st</sup> December 2025

	General Fund	Food Bank Fund	Building Fund	Total 2025	Total 2024
	£	£	£	£	£
<b>Incoming Resources</b>					
Cash Collections	2,132	7,343		9,475	6,695
Collections Direct to Bank	22,027			22,027	22,045
Sub Total	24,159	7,343		31,502	28,740
Donations	1,200	20,164		21,364	24,674
Grants Received (Note 2)		26,000		26,000	19,760
Event Donations & Fundraising	1,279			1,279	2,183
Insurance Claims	3,390			3,390	
Gift Aid (Note 7)	3,687	4,657	77	8,421	10,966
Hall Lettings	250			250	265
Sundry Income	75			75	260
Interest received	1,613	2,996	9,560	14,169	12,766
<b>Total Incoming Resources</b>	<b>35,653</b>	<b>61,160</b>	<b>9,637</b>	<b>106,450</b>	<b>99,614</b>
<b>Resources Used</b>					
Pastor and Expenses	15,231			15,231	15,048
Food Purchases	400	22,020		22,420	22,456
Food Distribution Costs		4,017		4,017	4,609
Administration Costs	571	236	253	1,060	1,162
Media Costs	290			290	290
IT and HDCC Website	1,075			1,075	1,228
Electricity and Water	2,657	477		3,134	3,440
Insurance	1,086			1,086	1,016
Cleaning	1,994			1,994	2,001
Property Repairs & Maintenance	7,282			7,282	3,642
Grounds Maintenance	1,210			1,210	605
Fixed Asset Depreciation	875			875	875
Events Cost	254			254	675
Outward Giving (Note 3)	2,700	8,532		11,232	28,420
<b>Total Resources Used</b>	<b>35,625</b>	<b>35,282</b>	<b>253</b>	<b>71,160</b>	<b>85,467</b>
<b>Net Movement In Funds</b>	<b>28</b>	<b>25,878</b>	<b>9,384</b>	<b>35,290</b>	<b>14,147</b>

# HEADLEY DOWN COMMUNITY CHURCH – Registered Charity No.1095819

## BALANCE SHEET at 31<sup>st</sup> December 2025

	General Fund	Food Bank Fund	Building Fund	Total 2025	Total 2024
	£	£	£	£	£
<b>Fixed Assets</b> (Note 4)	<b>13,131</b>			<b>13,131</b>	<b>14,007</b>
<b>Current Assets</b>					
Bank Current Accounts	3,993		1	3,994	528
Cambridge & Counties Bank			85,016	85,016	83,500
Hampshire Trust Bank	20,705	20,578	44,456	85,739	75,706
Redwood Bank			79,206	79,206	76,209
Saffron BS	27,375		10,263	37,638	16,343
United Trust Bank		84,797		84,797	81,500
Other Deposit Accounts	3		6	9	9
Cash in Hand	28	224		252	
<b>Total Current Assets</b>	<b>52,104</b>	<b>105,599</b>	<b>218,948</b>	<b>376,651</b>	<b>333,795</b>
Current Liabilities (Note 5)	(21,903)	(1,790)	(500)	(24,193)	(17,428)
Deferred Income (Note 6)	(1,571)			(1,571)	(1,646)
<b>Total Assets</b>	<b>41,761</b>	<b>103,809</b>	<b>218,448</b>	<b>364,018</b>	<b>328,728</b>
<b>Reserves</b>					
Surplus for year	28	25,878	9,384	35,290	14,147
Brought forward	41,733	77,931	209,064	328,728	314,581
<b>Total Reserves</b>	<b>41,761</b>	<b>103,809</b>	<b>218,448</b>	<b>364,018</b>	<b>328,728</b>
<b>Represented by Funds</b> (Note 8)					
Unrestricted	41,761			41,761	41,733
Restricted		103,809	218,448	322,257	286,995
<b>Total</b>	<b>41,761</b>	<b>103,809</b>	<b>218,448</b>	<b>364,018</b>	<b>328,728</b>

*G E Knifton*

Rev G E Knifton Chair of Trustees

17th April 2026

# HEADLEY DOWN COMMUNITY CHURCH – Registered Charity No.1095819

## Notes to the Accounts

### 1) Accounting Policies

The financial statement has been prepared on an accruals basis and in accordance with the Charities Statement of Recommended Practice (Charities SORP).

### 2) Grants Received

	FB Fund	Total
	2025	2024
	£	£
Hampshire CC Community Grant	20,000	10,000
Hants and IOW Community Foundation	3,400	4,000
Headley Voluntary Care	1,500	2,250
Asda / The Neighbourly	600	1,510
Woolmer Lions Club	500	1,000
EDHC Councillor Grant		1,000
<b>Total</b>	<b>26,000</b>	<b>19,760</b>

### 3) Outward Giving

	General Fund	Food Bank Fund	Total 2025	Total 2024
Charity	£	£		£
Crossways Counselling	200		200	200
Home-Start Hampshire	250		250	250
Love Haslemere Haste Waste	100		100	
Mercy Ships	250		250	250
Phyllis Tuckwell Hospice	250		250	250
Samaritan's Purse Xmas Shoebox	200		200	200
Samaritan's Purse - Ukraine	250		250	250
Step By Step Aldershot	250		250	250
Street Angels Guildford	250		250	250
Tear Fund	250		250	250
The Evangelical Alliance	200		200	200
Twenty-Four Seven Prayer	250		250	250
Others				200
<b>Food Bank Recipients:</b>				
Food Vouchers		6,000	6,000	22,260
Utility Cash		2,532	2,532	3,360
<b>Total Outward Giving</b>	<b>2,700</b>	<b>8,532</b>	<b>11,232</b>	<b>28,420</b>

## HEADLEY DOWN COMMUNITY CHURCH – Registered Charity No.1095819

### Notes to the Accounts - continued

#### 3) Outward Giving (continued)

There were three special collections for charity appeals during the year. The amounts collected and paid over to the respective charities are shown below.

<b>Special Collections</b>	<b>Amount</b>
	<b>£</b>
Samaritan's Purse – Myanmar Appeal	510
Samaritan's Purse - Gaza Appeal	816
Samaritan's Purse – Christmas Shoebox Appeal	50
<b>Total</b>	<b>1,376</b>

#### 4) Fixed Assets

Fixed Assets represents the expenditure on a wooden cabin erected in the church grounds for use by the Food Bank. It has an estimated useful life of 20 years and is depreciated on a straight line basis with zero residual value.

<b>Fixed Assets</b>	<b>Cost</b>	<b>Accumulated Depreciation b/fwd</b>	<b>Depreciation Charge in Year</b>	<b>Net Value</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Cabin	17,508	(3,502)	(875)	13,131

The original church buildings date back to 1921 and there was an extension built in 1983. The conveyance of land and buildings in 1921 was for a value of £200.

Historically the charity accounts have not recorded any value for land and buildings.

Any historic value for buildings would be fully written down to zero in the 2025 accounts if they had been included on the balance sheet.

The church governing document in 1921 restricts the use of land to use for religious purposes only. The Trustees intend to create a new Charitable Incorporated Organisation (CIO) and transfer all current Charity assets and liabilities to the new CIO, subject to Charity Commission approval.

The Trustees have obtained a professional valuation of the land and buildings on a Discounted Replacement Cost (DRC) asset valuation basis. A DRC valuation is defined as:

*The current cost of replacing an asset with its modern equivalent asset less deductions for physical deterioration and all relevant forms of obsolescence and optimisation.*

Its purpose is to provide an asset value for a property that is specialised in nature and has no recognisable Open Market use.

The valuation was carried out on 16<sup>th</sup> October 2023. The valuation amount was £340,000 including the cabin.

## HEADLEY DOWN COMMUNITY CHURCH – Registered Charity No.1095819

### Notes to the Accounts - continued

#### 5) Current Liabilities

	General Fund	Food Bank Fund	Building Fund	Total 2025	Total 2024
	£	£	£	£	£
Property Repairs & Maintenance Provision	(13,655)			(13,655)	(8,700)
Legal Fees Provision	(6,300)			(6,300)	(6,300)
Accruals	(1,948)	(1,790)	(500)	(4,238)	(2,428)
<b>Total</b>	<b>(21,903)</b>	<b>(1,790)</b>	<b>(500)</b>	<b>(24,193)</b>	<b>(17,428)</b>

#### Property Repairs and Maintenance Provision

The church and hall buildings are old and require a significant level of ongoing repairs and maintenance. A general provision of £10,715 is held to help mitigate the financial impact of any substantial repairs and maintenance in any one year. There was an insurance claim for damage to the church roof in 2025 and the settlement receipt of £2,940 was added to the general provision pending the associated repair work.

The general provision was increased by £2,015 in 2025 - £890 from specific donations received, £900 from general funds and £225 from reclassification of prior year accruals.

Estimates were received for additional work on the church roof for £4,000 and repairs to the vestry roof for £3,500, both jobs to be scheduled in 2026. A grant application for £500 was made towards the latter item, but it was not received by year end. The general provision covers the net estimated costs.

#### Legal Fees Provision

The Church Trustees intend to restructure the HDCC Charity from an Unincorporated Charity to a new Charitable Incorporated Organisation, subject to Charity Commission approval.

The law firm of Russell Cooke has been appointed to provide legal advice for this process and a provision of £6,300 is held for the anticipated costs. The Trustees expect that the current provision will be sufficient.

#### Accruals

- £500 for unbilled electricity consumption to the year end
- £700 provision for tree survey and maintenance
- £293 for a balance of unused donations for youth activities
- £455 in total for sundry specific cost accruals
- £1,790 for December 2025 Food Bank food purchases and expenses
- £500 for an unspent donation to the building fund for general church equipment

## HEADLEY DOWN COMMUNITY CHURCH – Registered Charity No.1095819

### Notes to the Accounts - continued

#### 6) Deferred Income

Deferred Income	Cabin Grants £	Youth Grants £	Total £
Balance b/fwd 01/01/25	(1,200)	(446)	(1,646)
Amortised to income in 2025:	75		75
<b>Balance c/fwd 31/12/25</b>	<b>(1,125)</b>	<b>(446)</b>	<b>(1,571)</b>

Grants received from East Hampshire District Council and the Hampshire & Isle of Wight Community Foundation for the Cabin in 2020 are accounted for as deferred income and amortised to income over 20 years in line with the estimated life of the Cabin.

The balance of grants received from the Hampshire & Isle of Wight Community Foundation for Youth Activities in prior years is included in income in line with expenditure incurred. The remaining balance of grants is deferred. There was no associated expenditure in 2025.

#### 7) Gift Aid

Income includes gift aid received for the tax year ended 5<sup>th</sup> April 2025.

Current Assets do not include a debtor amount for the gift aid recoverable on eligible donations from 6<sup>th</sup> April to 31<sup>st</sup> December 2025. This amount will be claimed for the tax year ended 5<sup>th</sup> April 2026 and included within income in the 2026 accounts.

#### 8) Funds

- The General Fund is unrestricted.
- The Food Bank Fund is restricted to Food Bank activity.
- The Building Fund is restricted to expenditure on a new building or equivalent upgrade for the existing Church and Hall.

## **HEADLEY DOWN COMMUNITY CHURCH – Registered Charity No.1095819**

### **Independent examiner's report on the accounts**

I report to the trustees on my examination of the accounts of the Headley Down Community Church ("the Trust") for the year ended 31 December 2025

### **Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the Act.

### **Independent examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**K P Menon**

**20th April 2026**



Chartered Certified Accountant  
Coppice Wood  
30 Fairview Road  
Headley Down  
Hants  
GU35 8HG