



# St Mary's, Camberley

Trustees Annual Report and Financial Statements  
of the Parochial Church Council  
Year ended 31st December 2022

Incumbent:  
Revd Andrew Knowles

Church Wardens:  
Mrs L. Hall and Mr D. Duplock

Independent Examiner:  
AR Mitchell & Co Ltd

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## Administrative Information

St. Mary's Church is situated in Camberley, Surrey. It is a part of the Diocese of Guildford within the Church of England. The correspondence address is:

St Mary's Church Centre, Park Road, Camberley, Surrey, GU15 2SR.

The Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission, Charity Number 1127459.

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC members for 2022 are listed below.

PCC members serve for three years, (shown in brackets). Church Wardens are elected each year. In 2022, one PCC member resigned, one new Church Warden elected and two new PCC members elected at the APCM on Sunday 3<sup>rd</sup> April 2022.

The approved PCC members who have served at any time from 1st January 2022 until the date of this report are:

### Ex Officio members:

Incumbent:	Reverend Andrew Knowles* (Chairperson)
Curate:	Reverend Sue Duplock

### Elected members:

Church Wardens:	Mr Darren Duplock* (2021 – 2024)
	Mrs Lesley Hall* (2022 – 2025)

### Representatives on the Deanery Synod:

Mr Darren Duplock (2020 -2023)
Mr Mike Emery (2020 -2023)

**Representative on the PCC:**

Mrs Sam Sutherland (2021-2024) Resigned April 2022

Mrs Rosie Jones (2020 – 2023)

Mr Ian Robson\* (2020 – 2023)

Mrs Joan Hibbins (2020 – 2023)

Mrs Penny Newson (2020 – 2023)

Mrs Maria Morris (2022 – 2025)

Ms Tyrrell Brett (2022 – 2025)

There are three vacancies on the PCC.

\*Members of the Standing Committee from April 2022

Officers to the PCC (non PCC members): each officer was invited to report to the PCC over the last 12 months.

Mrs Kay Rothwell (Electoral Roll Officer)

Mr Rodney Bates (Safeguarding Officer)

Mrs Rosie Jones (Designated Safeguarding Lead)

Mr Melvyn Hayward (Data Controller)

Mr Darren Duplock (Health and Safety Officer)

Consultants to the PCC (non PCC members)

Mrs Karen Liddington (HR Consultant)

Mr John Bradstreet (Health and Safety Consultant)

Mr Jonathan Deeming (Architect to the parish)



## **PCC Structure, Management and Governance**

The membership of the Parochial Church Council includes: the ordained Minister, and Curate, and those elected, the Church Wardens and two Deanery Synod representatives and seven PCC members. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The PCC operates throughout the year with the full council meetings (every month except August) and the subgroups called 'Teams' that meet regularly and report to the full PCC meetings. The PCC Officers report to each PCC meeting to ensure good communication.

In 2022, there were ten full PCC meetings held, plus the Vestry meeting and the Annual Parochial Church Council.

### **Standing Committee (Operations Team)**

The Standing Committee is a statutory PCC Committee. It carries out the work of the PCC between meetings. The Incumbent and Church Wardens are ex-officio members (of all teams), and the PCC appoints at least two of its members.

- Andrew Knowles (Incumbent)
- Darren Duplock (Church Warden)
- Lesley Hall (Church Warden)
- Ian Robson (PCC Member)
- Kay Rothwell (Operations Manager)

### **People Team**

Overseeing the resource of people, those employed by St Mary's or volunteering for St Mary's, to ensure that we support them and fulfil our legal obligations. The safeguarding team has met but the People Team didn't in 2022.

- Andrew Knowles (Incumbent)
- Church Wardens (ex officio)
- Rodney Bates (PSO)
- Penny Newson (PCC Member)
- Advisers: HR Consultant, Parish Safeguarding Officer (PSO), Data Protection Officer.

### **Building Team**

Overseeing the resource of our buildings to ensure they are appropriately cared for and fit for the mission and ministry of St Mary's. The Operations Team covered this work.

- Andrew Knowles (Incumbent)
- Church Wardens (ex officio)
- Operations Manager

## Finance Team

Overseeing the resource of our finances to ensure they are appropriately managed and support the mission and ministry of St Mary's.

- PCC Treasurer: vacant
- Purchase: Andy Hassall
- Operations Manager: Kay Rothwell
- Finance Officer: Esther Westwood
- Advisers: Diocese and Charity Commission Officers

## Operations Team

See Standing Committee

## Ministry Leadership Team

The Ministry Leadership Team oversees the ministry at St Mary's, and it is accountable to the PCC. The core team is those who have been called by God, affirmed by the Church and are exercising licensed ministry. Additional team members are invited to join by the MLT team and Incumbent. The MLT is responsible to the PCC, reporting regularly, and making proposals for the PCC to approve.

- Andrew Knowles (Incumbent)
- Mike Emery (LLM)
- Kathryn Knowles (Children and Youth)
- Sue Duplock (Curate)

The Ministry Leadership Team oversees the many ministries at St Mary's to offer leadership and support. Each ministry within St Mary's must be approved by the PCC, along with the necessary paperwork, so we fulfil our legal requirements.

This team did not meet from May 2022 due to illness.

This diagram shows how St Mary's operates.



### **The PCC as an employer:**

Church Centre Manager and Events and Communication Officer became a combined role:

Operations Manager: Mrs Kay Rothwell (20 hours per week)

Finance Officer: Mrs Esther Westwood (6 hours per week)

Caretaker/cleaner: Mr Gregorz Musolf (10 hours per week)

The PCC is grateful to the commitment of its staff, their work and ministry at St. Mary's. This year has been the most challenging for the staff team and we are thankful for their commitment to St Mary's and we are indebted for their dedication.

We also would like to thank Mr Mike Emery for maintaining our IT equipment for both the Church and the Nursery. St. Mary's Camberley website is managed by Mr Ian Robson with the help of Mrs Kay Rothwell. We thank them both for their dedicated and hard work.

### **The PCC oversees those who volunteer.**

Like most charities, St Mary's has seen a change in its volunteering, some have stepped down, and some are re-engaging. The weight of responsibility has fallen on a few, which has enabled St Mary's community to keep functioning. We are grateful for all who have given their time, and work for the benefit of us all.

As we move forward, we are aware of the need for more people to volunteer to share the workload. We are planning carefully so that we do not overburden our volunteers and particularly those in leadership roles. We are continually reshaping the way we work and looking to build up teams and team leads.

## **Objectives**

The objectives of the PCC are set out in The Parochial Church Council (powers) Measures 1956, which defines the functions and powers of a PCC. Under the amended Measure, St. Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Andrew Knowles, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical as set out in the Church Representation Rules.

The PCC is also specifically responsible for the maintenance of the Church and the Church Centre Complex of St. Mary's, Park Road, Camberley, GU15 2SR. St. Mary's House is the responsibility of Guildford Diocese and the parish is responsible for internal decorating.

St Mary's PCC therefore shares with the Incumbent the responsibility for:

- a) The promotion of the whole mission of the church – pastoral, evangelistic, social and ecumenical – within the ecclesiastical parish of St Mary's, Camberley.
- b) The efficient administration of the parish and its funds. The PCC is responsible for funding the maintenance and repair of the Church Centre (which includes the Church).

The PCC has considered the Charity Commission guidance on public benefit and believes the guidelines have been met as the activities of the church are open to the public at large and are for public benefit.

## Vision: Our shared vision and mission strategy across the Guildford Diocese



Since its launch in September 2016, the Diocese of Guildford has committed itself to the vision of a Transforming Church, Transforming Lives.

At its heart, our vision is about growth – growth in our personal faith and as a Church body, which in turn has a positive impact on the flourishing and growth of the communities we serve in all sorts of ways.

### **A dramatically changed world**

The COVID-19 pandemic changed our world beyond anything we could imagine, and it's still too early to measure just what that impact will prove to be in the longer term. However, in 2021, to help uncover the immediate issues and opportunities for our church and school life, the focus for our diocesan ministry and mission was again researched through a wide-ranging consultation and extensive prayer.

### **Our refreshed focus**

Following that second prayerful listening exercise, and looking at the National Church's focus of 'Simpler, Bolder, Humbler' we have opted for three related priorities that refresh and evolve our original vision:

#### **Growing Disciples** brings together,

- Encountering God through worship, prayer, retreat and learning.
- Everyday Faith – sharing and expressing our faith in daily life, and exploring vocation.
- Meeting with our Church family in all sorts of contexts for Christian encouragement, friendship and support.



**Growing Diversity** will mean for many Parishes increasing the amount of younger people, and also growing our diversity in every way to ensure we better reflect the communities we serve. It means continuing the great work our schools are doing. It means having the courage to experiment with new ways of being Church, physically and digitally.

**Growing Community** builds on the community partnerships of our parishes, chaplaincies, and schools – many of which were developed throughout the pandemic. It also draws in the critical work across our communities to care for the Earth and reduce carbon emissions.

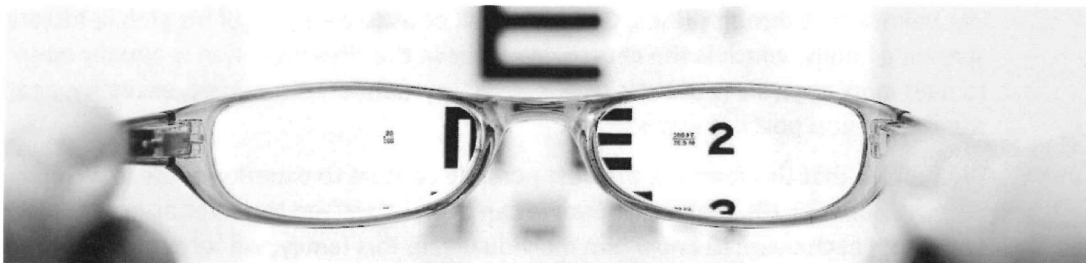
We are clear that:

1. Transformation remains at the heart of our focus, and so the vision of a *Transforming Church, Transforming Lives* should remain.
2. Our diocesan strategy needs to resonate on the ground with our parishes, schools and chaplaincies.
3. We remain committed to creating a diocesan framework rather than a blueprint, i.e. encouraging all parishes to ask the same questions, whilst not expecting them to come up with the same answers.



*In renewing our commitment to a 'Transforming Church, Transforming Lives', our vision is of a diverse, growing, intergenerational church at the heart of each community, working alongside our chaplaincies and schools in living and proclaiming the Good News of God in Jesus Christ'.*

#### Imagine a Church



Imagine a Church that is rooted in prayer, daily recognising our dependence on the God who saves, guides, strengthens and grows the Kingdom.

Imagine a Church where people of all ages reach their full potential as disciples and leaders, cheering one another on in the adventure of following Jesus.

Imagine a Church that worships in many ways and places, building diverse, holy, attractive communities of faith that are nourished through word and sacrament, alive in the Spirit, and accessible in every way.

Imagine a Church at the heart of the communities we serve, reaching out to the poor and marginalised with compassion and purpose, challenging injustice, and bearing gospel fruit around the world.

Imagine a Transforming Church, Transforming Lives.

## St Mary's Vision: to be 'Christ Centred and Jesus Shaped'

There are four aspects to this vision statement:

**1. We want to see everyone living with God at the centre of their lives.**

The Bible tells us:

*'We love because God first loved us'. 1 John 4:19*

And He expresses His love for us by giving us His only Son

*'For God loved the world so much that he gave his only Son, so that everyone who believes in him may not die but have eternal life'. John 3:16*

We want to be a community that expresses this by being Christ Centred and Jesus Shaped, which is part of the Church of England's vision. *'A Church for the whole nation which is Jesus Christ centred, and shaped by, the five marks of mission. A church that is simpler, humbler, bolder.'*

God is not a lifestyle choice, a social option, or another element of our compartmentalised lives. He doesn't revolve around us, to serve our needs when we ask Him. We want to help others to place Jesus at the centre of their lives.

**2. We want to create a place of belonging for everyone.**

We believe that through Jesus, God invites all of us to be a part of his global, history spanning family, which is the church. We believe that this invitation is equally open to everyone, regardless of their race, nationality, gender, disabilities, sexuality, age, social class and political views.

We believe that this family is the best possible context to experience life in all its fullness (John 10:10); a place where we can both know God together as his people, and equip each other to know him individually. In this family, we form our identity in, and allegiance to, Jesus. We place God at the centre of our lives, and at the centre of our community. We become Christ Centred and Jesus Shaped.

**3. We want to remove barriers that prevent others from joining in**

We also believe that Jesus calls us to actively invite all people to join and participate in this family. We acknowledge that we - the Church - have not always been so good at this. So we want to make sure that our family dinner table is always big enough for another person to join it. Access, not barriers. Inclusion, not exclusivity. Love, not judgement. Belonging, not superficiality.

**4. We want to live Jesus shaped lives**

Jesus said 'If you have love for one another, then everyone will know that you are my disciples'. John 13:35. We want to live distinctive lives and the phrase a Jesus shaped life is borrowed from our sisters and brothers in the Anglican Communion

and puts the Five Marks of Mission at the centre of our life in Christ.<sup>1</sup> They describe a vocation to be the ones who:

- tell the story of Jesus Christ
- teach the faith of Jesus Christ
- tend to the cares of the world
- transform the unjust structure of society; and
- treasure and safeguard the integrity of God's creation

It is important to note that the Church of England's vocation is and always has been to proclaim the good news of Jesus Christ afresh in each generation to the people of England.<sup>2</sup>

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<sup>1</sup> <https://www.churchofengland.org/about/leadership-and-governance/emerging-church-england/vision-and-strategy#na>

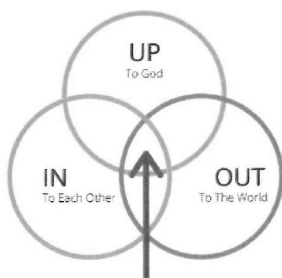
<sup>2</sup> <https://www.churchofengland.org/about/leadership-and-governance/emerging-church-england/vision-and-strategy#na>

## Values<sup>3</sup> - why we do what we do.

We believe and trust in one God, Father Son and Holy Spirit. God has revealed himself through the Bible. God has revealed himself most clearly through the gift of his Son, Jesus Christ. God makes himself known personally to each believer through the work of the Holy Spirit. Whilst these statements are true for us, the following seven values have been important to St Mary's over the years and help us to follow Jesus all the year round.

1. **Prayer** - Connecting with God in new ways, to new depths. Cultivating prayer for lifelong and everyday faith.
2. **Worship** - Calling people to a holistic life of devotion as they grow in knowledge of God's infinite love.
3. **Family** - Inviting participation in God's magnificent, global, gifted, flawed, history-spanning family: the Church.
4. **Power** - True transformation – becoming like Jesus – is only possible through the power and the presence of the Holy Spirit.
5. **Justice** - Seeking Jesus' redemptive Kingdom on Earth, we join a physical, spiritual battle against injustice both personal and systemic.
6. **Evangelism** - Good news is worth sharing. We want to help people be able to talk naturally about life-changing faith with their friends.
7. **Creativity** - Discovering how creativity can serve the renewing and repainting of the world, learning from the God who is "making all things new".

## UP, IN and OUT



The UP, IN and OUT is a simple diagram to help remember and understand our vision, mission and values.

<sup>3</sup> <https://www.youthscape.co.uk/satellites/vision/values>



## Church Development Plan<sup>4</sup> - strategy

The Church Development Plan was created by the PCC, in partnership with the Diocese. It was approved and forms part of the Deanery and Diocesan Mission Plan.

Progress made	
Green	We have achieved the aim and continue to refine
Amber	We have made a good start but more work is needed
Red	We have not started

#	Wider Aim	Dicoesan Goal	Specific Action Points
1	(UP: growing deeper) Prayer: to be known as a people and a place of prayer.	1. Making disciples	To form a prayer team and to review our corporate prayer life
			To develop a corporate rhythm of prayer
			Make prayer more accessible and natural for both the Church Family and the Parish
			Praying for spiritual and numerical growth
2	(IN: growing together) Reconnecting with those within and outside St Mary's.	1. Making disciples	To establish our new services, to review and change as needed (compelling worship)
			Connect our corporate worship with everyday faith
			To enable every person to know that they have a part to play and remove any barriers
			PCC Away Day to explore: building a discipling culture
			Explore new connect groups for caring and support within St Mary's
3	(OUT: branching out) Part One: Growing younger and more diverse. Children and Young People are NOT the church of tomorrow, but the church of today.	3. Growing youth and children's ministry	New vision and relaunch Tots and Dots - toddler group.
			Improve the spiritual nurturing of children within St Mary's Nursery and local Schools
			Re-imagining the provision of Children and Youth ministry at St Mary's -
			The place of our special needs adults and how we disciple them
	(OUT: branching out) Part Two: St Mary's Church Centre is a place where we express Christian love through welcome, hospitality and care. To be a place where lives are transformed.	6. Cultivating community partnerships	A renewed vision for the Church Centre
			To have an Operations Team to lead and support this work alongside paid staff
			To resource the Church Centre to fulfil the vision e.g. staff
			To collaborate with Church Centre guests, local council and local community
Good Governance - Building Confident Leadership <b>Simpler, Humbler and Bolder<sup>5</sup></b>			Finance: appoint a Finance Officer and Treasurer. To produce and monitor budget
			Building: make it more accessible and fit for purpose. To complete the re-ordering.
			Communication/Administration: review what we do and how to improve it

<sup>4</sup> The Church Development Plan is a working document that is monitored and revised by the Ministry Leadership Team in association with the Parochial Church Council.

<sup>5</sup> <https://www.churchofengland.org/about/leadership-and-governance/emerging-church-england/vision-and-strategy#na>

## Achievements and Performance

### Leadership: PCC and Deanery Synod

#### PCC review of 2022

At every PCC meeting, the following three papers are presented:

- Paper A: a record of decisions made and how we are progressing with any action required.
- Paper B: updates from the PCC Officers.
- Paper C: updates from subgroups of the PCC.

#### January

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We met on zoom to pray through Church Development Plan for 2022.

#### February

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Church Development Plan: we talked through the last guidance for worship, and confirmed that Bishop Andrew was visiting on Mothering Sunday.

Good Governance: we presented the new Church Centre rents and the additional fees for Occasional Offices.

#### March

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Finance: End of year accounts presented and approved.

Church Fund: we agreed to close this fund and reallocate the monies to the Free Food Stall, Youth and other partnerships.

Free Food Stall: we reviewed the future of this ministry and decided to move to a Food Pantry.

Bishop Andrew visited us on Mothering Sunday.

#### April - APCM

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Vestry Meeting: Church Wardens elected

APCM: Held within a service, reports given, and PCC members elected.

The annual meetings are a time of encouragement, seeing what God has done.

Our Easter Service started with outreach in the park where we served porridge.

#### April

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Safeguarding update: we approved the PCC policy on Safeguarding and committed to the training required.

Operations Manager: we agreed to make the contract permanent.

PCC Officers appointed though some roles were not filled.

#### May

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Presentation designs for improving the Church building, drawn up by our architects, Purcell.

#### June

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Finance update about a predicted deficit by the end of 2022.

Update about the introduction of non-alcoholic wine and gluten free wafers.

The Nepalese have offered to help fund some new drums for St Mary's.

We held a Community Picnic in the Park as part of the Jubilee Celebrations.

### **July**

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Feedback from the Deanery Synod: Net Zero 2030 and Eco opportunities, and the change in Canon Law about Holy Communion.

Proposals for the Autumn term programme and updates from other ministries.

### **August**

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No meeting

We welcomed Surrey Pride to Watchetts Recreation Grounds, and offered hospitality and welcome.

### **September**

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Financial presentation by our Finance Officer, showing that our finances are in an unhealthy state. We put in place a variety of measures to increase income and reduce expenditure.

We considered the proposal from Camberley Youth for Christ for a Pioneer Youth Worker, working between St Mary's, St Martin's and CYFC.

We held special services in memory of Queen Elizabeth, had a remembrance book and tolled our church bell for an hour, on the day of the funeral.

### **October**

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Parish Safeguarding Officer led the PCC through the Safeguarding review. An action plan was put together which included training for those with no computer access.

### **November**

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Finance update with a gift day on the 27<sup>th</sup> November. We updated and approved our Legacy policy. We approved our staff wage increases.

We approved our Christmas activities and reviewed our Church Development Plan. Some of us attended the Diocesan Church Growth Conference with J John.

We launched our Warm Hub Initiative in partnership with Surrey Heath Borough Council and Watchetts Resident Forum

### **December**

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The updated Terrier and Church Logbook were presented and approved.

The new budget was approved and we hoped to have a surplus for 2022 due to a legacy and increase in Church Centre income.

### **Note:**

Last year, the theme of wellbeing was reoccurring within the Leadership Teams; we continue to be mindful that the number of volunteers has reduced, and it is easy to increase the workload. The theme of Simpler, Humbler and Bolder has been helpful in our decision-making.

## Deanery Synod review of 2022

Clergy: Revd Andrew Knowles, Revd Sue Duplock,

Lay representatives: Mr Darren Duplock (2020 -2023) and Mr Mike Emery (2020 -2023)

There have been four Deanery Synod meetings: March, June, September and December. The leadership team changed the format of the meeting, giving them clearer direction and purpose. A typical format:

- Update from Area Dean and Lay Chair
- Report from Diocesan Synod
- Parish Needs Process and Support
- Deanery Mapping (working together)
- Finance

The format means we are better informed, and there is more engagement from the parishes and representatives. Each parish was part of the Parish Needs Process to see where the Diocese could support each church and identify opportunities for synergy. One outcome was the Deanery run 'Living in Faith and Love Course'.

**March meeting:** at St Annes Bagshot, this was mainly about Ukraine and the tragedy there, each Parish gave an account of what there were doing.

**June meeting:** at St Martins, Old Dean Camberley, There was a presentation from the Diocesan team on most aspects of church finance. The Synod asked for more clarity about where the Parish Share goes, so that this can be communicated to the members of our churches.

St Mary's proposed a change in Canon Law B14, which requires Holy Communion to take place every Sunday. The change that Holy Communion every week rather than every Sunday to allow more flexibility in our mission and ministry. This was to be sent to the PCC's of all the churches in the Deanery so that at the next meeting the deanery could vote on it

**September meeting:** at St Lawrence, Chobham, there was an update on Ukraine aid and help within the local churches. We focussed on the Environment and forming an Environment Action Plan. St Marys proposal was agreed by the Deanery to send to Diocese the change to Canon Law B14.

**December meeting:** update from St Barbara's Church, the proposal submitted is being referred to Bishops Council to prepare it for consideration at the March Diocesan Synod. There was a conversation about the Net Zero Strategy and an update on the parish needs process and how that is going for churches. The general consensus is that it is helpful.

## Worship:

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We continue to lead St Mary's worship with flexibility and imagination. We are focussing on including all learning styles to engage with our diverse congregation. We provide access to our main Sunday service via zoom, as well as meeting in person.

- Wednesday Holy Communion: 10.00 am
- Sunday Services:
  - 9.00 Holy Communion (said)
  - 10.30 am Morning Worship/Holy Communion
- Prayer Stream: faithfully praying for those in need.

Those responsible for our rotas:

Leaders/Preachers: Andrew Knowles  
Musicians/Singers: Ruth Walker  
Tech Team: Mike Emery  
Welcome Team: Kay Rothwell  
Bible readers/Intercessions: Paul Crossley  
Prayer Ministry: Chris Simons and Val Goddard  
Coffee/Hospitality: Kathryn Knowles  
Children/Youth: Kathryn Knowles

We have started revisiting role descriptions and we have identified the need for team leaders.

Highlights of 2022:

- New Wine Conference and Satellites Youth conferences in person
- Remembrance Sunday: in the Church Car Park. The uniform groups joined us with their parents.
- Carols in the Car Park: moved inside due to the rain, and in turn into an amazing service, relaxed atmosphere with many visitors.
- Christingle: café style with refreshments and then a short service in church. The church was full, the first time since the pandemic.
- And so much more...

In 2022, we welcomed many new people to St Mary's Church Family. We are working hard to make getting involved in St Mary's easier so the transition from visitors to family members is seamless.

2022 Statistics Return to the Church of England:

Funeral x 6  
Baptisms x 2  
Banns x 2  
Weddings x 0  
Thanksgiving for the Marriage x 0  
Number on electoral roll at APCM in April 22 was 83  
Church attendance 2022 - October figures including online is an average of 54  
(no online figures available, we believe an average of 10 per week)

## **Prayer Ministry Report**

Prayer Ministry has gone from strength to strength this past year, with more people being trained and more people coming forward for prayer ministry.

We are immensely grateful for the faithfulness of the leaders and volunteers.

## **Prayer Stream Report**

The original purpose and vision for the Prayer Stream was to ensure that pressing prayer requests were brought to the Lord by St Mary's Community in an effective and confidential manner. We believe that joining in prayer releases God's power to change a situation. Through the Prayer Stream, we have had amazing answers to our prayers in so many different ways and with some updates that have made us aware that seeds have been and are being sown into the lives of those who do not know the Lord yet. We don't always hear the results of a situation we have prayed for, but we do know for sure that the Lord has the ultimate answers and that He is in charge and will always honour our prayers.

Our love and prayers, even for one person, may seem to be a small action, but we believe our prayers are a powerful force in the universe because our God who wants to use us is an all-loving powerful God.

## **Communion Assistants Co-ordinator Report**

Before the pandemic and the subsequent changes to how Holy Communion is administered, the Communion Assistant Team supported the Celebrant during Holy Communion Services. The Team consisted of 12 trained men and women, who between them, would cover Sunday, Wednesday, and Home Communion. At the moment, the bread is dipped into the wine by the priest; therefore, communion assistants are not needed.

Whenever we return to the distribution of bread and wine separately, the team will need to be rebuilt, retrained and recommissioned.

## **Flower Report**

We welcome offers from all members of the Church family to provide flowers in church. Whether it is a vase of flowers from your garden or a bunch from the supermarket it doesn't matter. Both are inexpensive but are a delight with their variety of colour and cheerfulness.

Please speak to the Parish Office if you would like to provide flowers for a particular week, either as a one off or on a more regular basis. If the flowers you are providing are in memory of a loved one or for a special occasion, we would be happy to mention this in our church newsletter.

Thanks go to Pat Colegate and Hazel Hassall and their team of volunteers for the special flower arrangements in church for festivals such as Easter, Remembrance and Christmas.

## St Mary's Garden Report

Apart from changes made by the extremes of weather, the garden has continued to flourish. Sadly, the cold has damaged the bay tree at the front of the Church, but we have noticed there is some strong growth at its base, so all is not lost. The garden continues to provide a green oasis in a sea of car park and welcome visual relief from the hard surfaces around the entrance to the church. Tyrrell has been keeping her tubs and pots of herbs and perennials, outside the Church and this has further enhanced the space. Indeed, during the dry summer her watering was much appreciated. The two remaining barrels are again seasonally replanted with either winter, spring or summer perennials, bulbs, and annuals. Hellebores, euonymus, and daffodils grace them now and will be replaced in May. Hazel and Andy Hassall have again weeded and mulched with bark the flower beds either side of the church porch. These contain commemorative trees and shrubs as well as the bay trees. Along the west facing wall behind the bigger bed some of Andrew and Kathryn's holly hocks have been planted and flowered well last summer. They continue to be a pleasant reminder for Peter Chatfield as they are grown from seeds from his and Freda's Weymouth Garden. As is the case for all the shrubs and plants they are contributed by the church family and so have a real significance as we watch them grow.

Again, the wooden cross under the yew was a striking focus for the Remembrance Day commemorations and last year served as an eye-catching Easter Garden. Shrubs, bulbs, and perennials continue to amass there, replanted from the barrels and the other two beds. As the garden continues to do well it is another of St Mary's resources that is appreciated by those that use the Church and the Church Centre.

## Hospitality Report

Throughout 2022, we have served refreshments before and after the 10:30 service. People appreciate taking a drink to their seat and it is an important part of our welcome. We have encouraged people to bring their own cups to save washing up and be more environmentally friendly. This has reduced the number of disposable cups we use but we still have some available for visitors and those that forget their cups. Currently, people serve in pairs once a month, but we would love to draw more people in to help so that we serve every other month.

We have also had several opportunities to share a meal together this year such as an Easter breakfast and Advent lunch, and we had a community picnic in Watchetts Park over the Platinum Jubilee weekend. The Christmas Seniors Carols and Cake was a lovely time of sharing friendship and fellowship over afternoon tea and a team of church members baked, served and cleared up afterwards.

## Pastoral:

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### Pastoral Care Report

Pre-covid we had a thriving Pastoral Care Team, but due to various circumstances this team no longer exists. Pastoral Care goes on behind the scenes at St Mary's, and we are extremely blessed by those people who visit, phone, and generally care for our St Mary's family members who might be struggling. There is pastoral care that goes on within groups with members looking out for other members of the group e.g. our Tots and Dots, Watchetts Welcome Warm Café.

We are certainly a very caring church family, but there is still the worry that people will get missed so in 2023, we will be launching small groups which will provide care and support.

We have three couples and three single people who are unable to get to St Mary's on a Sunday and it is always a joy to be able to offer them Home Communion. We are looking to recruit a team of pastoral visitors, who will be trained in offering Home Communion as well as offering a listening ear and a friendly face. This will increase the number of visits, from one visit every 2-3 months, by the Vicar/Curate.

Galatians 5: 13-14

*As for you, my friends, you were called to be free. But do not let this freedom become an excuse for letting your physical desires control you. Instead, let love make you serve one another. For the whole Law is summed up in one commandment: "Love your neighbour as you love yourself."*

### St Mary's Walking Group Report

There were eight monthly walks in 2022 plus the usual post-Christmas 2021 walk. The number of attendees varied between a maximum of twelve for the Christmas walk and a minimum of three. With the number of attendees decreasing, as a result of the walkers pre Covid becoming older, moving from the area, or less likely to attend, it was decided by the leaders to discontinue the walks with the final one in September. In all, since the start of the present series, 120 walks had been arranged and taken place.

We would like to thank the leaders for the work they have put in over the years sourcing, reconnoitring, and leading the walks. It may be that in the future, the walks can be restarted with a new leader(s).

### St Mary's Cricket Club Report

St Mary's Cricket Club were pleased to belatedly celebrate our 40th anniversary with a special cricket match in Watchetts Recreation Ground. The Mayor of Surrey Heath kindly attended along with many that have played during the last 40 years, including two from the first match in 1980. Speeches to celebrate were given and refreshments including a special anniversary cake were kindly supplied for the occasion.

In a close match, it was fitting that the winning runs were scored by Neil as Captain of St Mary's. A second match was arranged but unfortunately had to be cancelled due to availability.



We are in the process of considering our plans for 2023, and anyone that has any interest in cricket is very welcome to get in touch. Playing standard is irrelevant and it is a good opportunity to enjoy some light-hearted exercise.

## **Discipleship:**

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### **Children and Youth Report**

Since the pandemic, we have not restarted our Sunday morning children's groups. We have worshipped altogether in a more inter-generational style. Many of our families have moved away or not returned. We have a welcoming area with books, toys and a low table and chairs for pre-school aged children, and we provide activity and colouring sheets linked to the theme of the sermon or the Bible reading, for younger members of the congregation and those that prefer a more active style of learning.

We have been encouraged by our group of young people who are keen to serve, singing in the worship band and helping on the tech desk. Three of our girls were confirmed in January and following on from this they wanted to carry on meeting, so we started a fortnightly Youth Group on a Monday night. We used the youth Alpha films as a catalyst for discussion and they have enjoyed cooking pancakes and pizza, play table tennis and badminton and drink hot chocolate. It is great to see them inviting their friends to this group. At the moment it is run by the Vicar & his wife and the curate, but we are looking forward to the possibility of working in partnership with Camberley Youth for Christ (CYFC) and sharing a youth worker with another church.

In August, four of our girls went with a CYFC group to the new Youthscape Festival called Satellites. They had an amazing time camping and worshipping with hundreds of other youth groups and they came back keen to share what they had learnt. It was wonderful to see their faith boosted, and they want to return in 2023.

### **St Mary's Nursery Report**

A new outdoor learning environment 'The Cabin' was erected this was funded by the deprivation funding we receive. The Cabin is a multipurpose space used for small groups, speech and language sessions and target times for the children with additional needs. In addition to this, all the children enjoy stories, board games and quiet activities too.

We continue to support our FEET (Free Early Education for Two's) funded two year olds and EYPP (Early Years Pupil Premium) children by providing the government food vouchers. We also hosted a winter coat exchange where we received donations of child and adult coats for anyone who needed them.

We were invited to take part in a pilot for the Early Talk Boost Programme by Surrey Early Years. This programme is to support children that have been in lockdown with their language and social skills. This has proven to be very beneficial.

The manager completed training to become a Thrive Licensed Practitioner this enables us to support children with their emotional and mental wellbeing. We continue to have a high level of children with special educational needs ranging from speech and language delay to complex ASD diagnosis's. At the end of summer term we had 27 children successfully transition to school.

The Trustees are committed to investing in personal development of all the nursery team:-

- The manager and deputy manager completed safer recruitment and effective supervision training.
- The nursery manager completed the Thrive Licensed Practitioner course.
- The Deputy Manager completed the Designated Safeguarding Lead training.
- The Lead Practitioner attended Early Talk Boost.
- Four staff members have nearly completed the Level 3 Diploma.
- All staff received mentoring and coaching for the introduction of the revised EYFS September 2021.
- All practitioners received salary increases from 1st April 2022 due to the national minimum wage increase.

## Schools

We have restarted our work within our local primary school, with a couple of assemblies and RE lessons. We are looking at how we can strengthen our partnership with our local schools.

## Bookstall and Library Report

The new arrangement for the bookstall is working well, with Cards, Bibles and Free Booklets. The bookstall monies go straight into St Mary's Account, and all invoices are paid from that account, which has made things much easier.

Last year, The Open Mind Club offered to give us some of the handmade cards that they make to sell and for the money to go to St Mary's funds.

We are delighted that the Library continues to be used.

## Outreach

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### Free Food Stall Report

In 2022, the PCC agreed to review the work of the Free Food Stall as the demand for food had declined. As part of the review, we looked at other models of free food distribution and what other agencies were doing to prevent food poverty. A recommendation to the PCC was made suggesting that we would close the Free Food Stall after Easter 2022, and use the remaining funds to purchase items to go in an emergency food cupboard. The emergency food cupboard was to be open to anyone who came to us in a crisis and needed emergency supplies. The PCC agreed with the proposal.

We have had a few visitors over the last few months of 2022. We have been able to refer those visitors to other agencies like Besom, Hope Hub and the Free Food Stall at St Martin's Church, Old Dean. In 2023, there should be a review of the Emergency Food Cupboard, and the monies we hold specifically for the relief of food poverty.

### **School Breakfast Initiative Report**

In partnership with a local company, Value Generation, we have provided school breakfasts for nearly 18 months for those who were coming to school without any food. In September 2022, it was agreed that the school would take over the full running of the breakfasts with Value Generations and their staff.

In the time we were supporting this venture, the amount of children who were benefitting from it increased, and the children taking part were able to concentrate better as they had full tummies and were achieving more. It is sad that the need is there for this service, but we were blessed that we were able to be a part of it.

### **Tots and Dots Report**

Tots & Dots is our weekly toddler group that meets on a Monday morning during school term time. It provides toys, craft activities and refreshments for pre-school aged children. We attract parents, grandparents, child minders and Nannies from our local community and over the past year we have seen steady growth with the numbers of children rising from around 20 to over 40.

We have a supportive team of about 12 church members who sit at the Welcome Table, serve refreshments, and talk to those that attend. After the 10:30 am Sunday service we ask people to help get the toys out and set up the hall which has made a big difference to the team. Our hope for 2023 is that those that come will build friendships with each other and the team and be drawn into some of our church activities. It was encouraging to see several families attending the Christingle service on Christmas Eve, and we had our first Tots & Dots Christening.

### **Mission Partners Report**

The Mission Partners Group last met in February 2020. There is currently no budget for giving to Mission Partners (other than that raised by special collections), owing to the need to meet the increased Parish Share. The Mission Partner Reps agreed to provide prayer points and partner updates to the Church Family via the regular Church Newsletter. This was implemented during 2020 and less so during 2021, although there have been approximately bimonthly entries for one or other mission partner.

There have been collections of food and other goods for BESOM at Harvest, and for Christmas Hampers. Also, appeals for volunteers for BESOM were publicised via the Church newsletter. Christingle Collection Boxes were distributed for contributions to the Children's Society; and contact has been maintained with our CMS Mission Partners. They have blessed us with a Christmas Song written and produced by church members, which was used in one of our services.

## A Safer Church

### Safeguarding

(by Rodney Bates, Parish Safeguarding Officer)

'I am pleased to say that safeguarding has been relatively quiet over the last year. Since the last Annual report, we were pleased to host our Diocesan Safeguarding Officer in May who spoke at our morning service. Most of my time over this year has been spent in updating our training database to ensure that all of our Church roles receive and undertake the appropriate level of Safeguarding training. Thank you to all of those that have completed all their online training although there still remains a small number that are yet to complete.

During the year, I only needed to deal with two specific safeguarding issues which is a reduction from the previous year's figure of five. One related to a concern of welfare regarding an individual and the other related to a query regarding an activity that a young person wished to undertake. These were resolved on a need to know basis. I can also report that we do not have any "offender agreements" in place which enable people to safely worship whilst within our justice system.

The Diocese have a Parish Safeguarding Dashboard for all Church and there are 3 levels to complete. At the time of writing this report, we are in the process of completing Level 2 and currently have achieved 67% of the tasks required.

The outstanding areas are as follows:-

- There are a small number of people that are yet to complete the required training for their roles within the Church.
- Not all of our activities have risk assessment or job profiles in place. These need to be regularly reviewed.
- However, we are fully compliant on many other areas including in relation to DBS Checks, reviewing our policies, regular reports and safeguarding information around the centre.

The final area to advise is that this will be my final report as I shall be stepping down from this role as of the APCM having advised of this intention some months ago.

I am not yet aware who will be leading on this work going forward but there is a good base and positive attitude within the Church leadership so should not be an onerous role.'

By the Chair of the PCC: The PCC are recruiting for this role and we hope to appoint shortly

### Health and Safety

(By Darren Duplock)

We continue to use the services of "Just Safety" to oversee our management of this important area of St. Mary's life. During normal times, formal inspections and review

meetings are held with its representative twice yearly and during these times, regular advice is sought and given about more specific items or events.

We completed a self-assessment using the last report as a template following the advice of John Bradstreet from 'Just Safety'. The report was completed and accepted.

Our Fire Safety equipment is inspected twice a year by a reputable local company, Richard Thorpe.

#### **Cleaning and Caretaking (by Kay Rothwell)**

Cleaning is primarily undertaken by our caretaker, Grzegorz, along with a small team of volunteers.

Special thanks to the Torres family who since they have joined St Mary's have taken on the cleaning of the church worship space every week. We are blessed to be able to count them as members of our Church family.

If you are able to help once a month please come and have a chat with Kay Rothwell in the Parish Office.

#### **Data Protection**

(By Melvyn Hayward)

The Parochial Church Council of the Ecclesiastical Parish of Camberley, St Mary is registered with the Information Commissioner's Office. It is required to renew its registration each year and pay the appropriate fee. The current registration lasts until 10th July 2023.

There were no breaches of Data Protection in 2022 and no requests were received from anyone for the information that we hold about them.

The requirements of the Data Protection legislation include ensuring that the data St Mary's holds about a person is up to date and that it is not held longer than is necessary. In 2023 St Mary's will be asking people whose data we hold if the data is correct and, in some cases, whether we should continue to retain it.

#### **Technology**

(By Mike Emery)

At St Mary's, Information Technology doesn't just support the general running of the church, it forms an active part of the church's ministry.

In 2022, we came to realise that the presentation of our services via Zoom and on YouTube, which we had once thought was a temporary emergency response to Covid, is now an integral part of our church worship. We have some loyal, regular users of the facility, and others who cannot attend in person on a particular Sunday. So we are building and strengthening the team of operators, to provide a good service, and reduce the load on individuals.

We have supported outdoor services (Remembrance), and the Campfire Carols, which moved inside as the rain lashed down, and the campfire had to be simulated electronically.

For administrative support, we make use of numerous cloud services, including Microsoft 365 for document processing, storage, email and telephony; MailChimp for email distribution, and ChurchSuite as a database of members, room bookings, etc. These tools are very rich in features, and we're aware that we probably don't use them as well as we might. At the same time, we have to ensure that we do not exclude those who prefer not to engage these ways: unlike Amazon, we cannot insist on everyone using online ordering!

Our website continues to be an important "front page" to the world – we get positive interactions from people engaging via the online contact form.

We operate on a very low budget: we have been generously given some of our shinier pieces of kit, and some suppliers give us discounted or zero-cost prices for their services. We will need to consider a replacement programme for items which are reaching the end of their lives. This year, the team has included Ian Robson, Sue Duplock, Alex Duplock, Sandy King, Matilda Adeola, Esther Adeola, Judith Yovan, Ian Rothwell, Mike Emery – thanks to all, and more are welcome.

## **Church Centre**

(by Kay Rothwell)

2022 was another busy year for our church centre, with the main hall the most popular of our spaces for rental.

We are delighted to say that following two years of disruption to our bookings because of COVID-19 and the restrictions that had been placed on groups meeting in person during that time, the number of bookings has increased and is back to pre-pandemic levels.

Sadly there have been some groups with elderly or vulnerable members who have not returned and others who have chosen to meet elsewhere, but others have taken their place.

We continue to be a regular meeting place for Camberley Diamond Women's Institute (new members always welcome), Rock Choir, Neighbourhood Watch and groups from U3A (University of the Third Age) with diverse interests from ballroom dancing to photography. Other groups using our facilities include taekwon-do for children and adults, yoga, pilates, ballet dancing, Scottish country dancing, ante-natal groups and local resident associations.

In addition we are used regularly by Frimley Park Hospital for education and training for those newly diagnosed as diabetic and another organisation has begun using our venue to provide support and education to those who are at risk of developing diabetes.

We are delighted to say that we continue to be able to work with Camberley and District Family Contact Centre to provide space for families, where there has been a breakdown in the relationship, to enable absent parents to meet with their children in safe and controlled circumstances.

Other charities and not for profit organisations supporting vulnerable members of our community also benefit from use of our church centre. Amongst these we include Scouts Association, Catalyst Support Group, Narcotics Anonymous, Open Mind, Shifa (now part of Catalyst) and language classes also for Asian ladies.

Our charges for room hire were unchanged from January 2018 yet the costs of running the church centre had increased considerably, particularly with the huge rise in energy costs. Following a review of our scale of charges for room hire, which at the time included both hourly and sessional rates, the decision was taken to only offer hourly rates with prices more accurately reflecting the sizes of the rooms available. We continue to offer discounted rates for registered charities.

In December 2021 we had begun to replace our well-worn tables used throughout the building. We were able to continue and complete this work by purchasing replacement tables for use downstairs thanks to funding received from Cllr David Lewis.

On our wish list would be replacing the heavy stacking chairs used in the rooms upstairs with lightweight folding chairs and storage space for them within each room. Flipchart stands still need to be replaced as we have only one functioning stand remaining for the entire building.

There are still areas we need to work on within our centre which are part of much larger plans for the entire church and centre buildings.

### **Building: (report from the Church Wardens)**

We have kept the church in "working order" this past year.

The Fabric of the church always needs to be replaced/updated or improved upon, and we also need to bear in mind that we have signed up to be an "Eco Church", so this needs to be taken into account with all Fabric work/decisions, and what the environmental impact is.

The main event this past year is the presentation of the proposed changes/work to be done at St Marys. This included three different arrangements of the church with changes to the foyer and entrance as well as changes to the main worship space. After a visit by our architects who presented the proposed changes to the diocesan team, the PCC then saw them and discussed, and then they were presented to the members of the church. (They are still on display at the back of church).

Of course, this all requires finance and we are searching for grants to see if we can move forward on our proposed changes.

Another item that has been approved is the restoration of the ramp into church at the main entrance. Finance is available and work is imminent!

Over the next year we will have to move on and replace, update and fix all that needs doing within reason. This means that there will be a cost that will be budgeted.

We pray to God that he will be with us on our journey and show us the right ways moving forward.



## **St Mary's Building Overview (by the Vicar)**

### **2020**

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The PCC agreed a Vision Process with both ReSource and the Diocese through the Parish Needs Process. In March, the pandemic closed our building and though we continued the work on the Vision Process on our own; it was a difficult time living through the pandemic and seeking God's vision for us in a time of turbulence.

### **2021**

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In March, the Temporary Minor Reordering Licence expired and Wendy Harris contacted us for an update. We were able to give her an update of the Vision Process and our conversations with Purcell. We have delayed our Quinquennial Report for the timebeing.

As part of our reopening of the Church Centre, we renamed the rooms so that they had a connection to our faith story.

In September, there was a meeting with Purcell, and their recommended Structural Engineer (The Morton Partnership) to look at the St Mary's building and particularly the problematic column. We agreed that we need to move forward with the 2014 proposal of a feasibility study, with the vision that St Mary's is called to be Christ Centred and Jesus Shaped.

#### **The Design Brief:**

#### **1 To complete the reordering of the Church Worship Space**

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To do a feasibility study to improve the sightlines and flow around the lectern and communion table. To look at:

- the removal of the oak column nearest the communion table
- extending the building to form an apse in keeping with Arts and Crafts style
- doing nothing and what the implications would be

To look at the structural integrity of the Church Worship Space in particular:

- the doming of the parquet floor above the underground boiler room
- the sunken oak chancel steps
- the movement of the wall within the vestry
- the damp around the building and what solutions are needed

To look at accessibility into and around the Church Worship Space:

- creating a single main entrance and exit through the Church Centre (there will have to be changes to the Church Centre entrance in order to achieve this aim)
- using the original Porch Door entrance for special occasions only such as weddings



- to overcome the issues of different floor levels
- to identify other accessibility issues such as poor lighting (an accessibility audit)

## **2 To complete a feasibility study for improving the Church Centre entrance and foyer**

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To look at the options available to improve visual and physical access into the Church Centre and therefore the Church Worship Space

- visitors arriving at St Mary's do not know how to get into the building
- accessibility is difficult as the ramp is steep and the doors are heavy to open
- the foyer area is confusing and disorients those visiting
- different levels in the flooring and poor lighting by the toilets

The vision is to open up the whole foyer and office into one space (maybe losing the balcony as suggested at our meeting).

- the space would be a gathering area and for visitors
- a designated welcome/reception including workspace for the centre admin staff
- informal seating: mixture of sofa and table/chairs
- coffee/tea station where hospitality can be offered
- discrete storage for paperwork, food larder etc.

The link between the foyer and the Church Worship space is critical

- to enable both spaces to become open to each other and when needed, to be closed off
- the worship space and the foyer integrated, inviting the visitor to explore the worship space.

## **3 Integrity of design**

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St Mary's Church is in the Arts and Craft style though the additions of the Church Hall and the 1980's second floor did not follow this style.

In the following article, it describes the Arts and Crafts Principles for Today

<https://www.dailyartmagazine.com/arts-and-crafts-interior-design/>

1. Always use high quality materials
2. Focus on uncomplicated design
3. Do not keep anything you do not believe to be useful or beautiful
4. Form always follows function
5. Find inspiration in stylized natural forms

6. Find inspiration in beautiful and stylized art from the past
7. Use traditional methods of production
8. Use natural pigments

It seems that the Arts and Crafts principles could be adapted and augmented as we seek to be an Eco Church (<https://ecochurch.arocha.org.uk/>). The Arts and Crafts ethos was to work with nature, we talked about improving how St Mary's building fits into the landscape and having better environmental credentials e.g. solar panels on the roof.

Here is the Church of England link to the practical path to net zero carbon for churches

<https://www.churchofengland.org/resources/churchcare/net-zero-carbon-church/practical-path-net-zero-carbon-churches>

#### **4 Other conversations/work to be done**

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1. The future of the Church Hall Stage
2. The future requirement of St Mary's Scouts
3. The need for making each room self-contained (with its own furniture)
4. Heating of the Church Centre
5. The outside spaces
6. The car park and vehicle access

At the end of 2022, our architect Purcell completed a Stage 2, Option Study, which included a lift proposal within the Church Centre as requested by the Diocesan Advisory Committee in our consultation process.

## **Financial Review**

(Figures in brackets denote amounts for the previous year.)

### **Income:**

Total incoming resources for 2022 increased by 13% from the previous year and amounted to £154,994 (£137,232). Of this income, £148,741 (£125,584) is unrestricted funds and the balance of £6,253 (£11,648) is held as restricted reserves for the free food scheme.

Planned giving remains a vital part of our income and without the regular financial commitment of church family and friends, we would not be able to function.

Where a donor is a taxpayer and has signed a Gift Aid declaration we are able to reclaim gift aid from HMRC and this has contributed an additional £14,728.

The best way to give financially to the ongoing life and work of St Marys is through the Parish Giving Scheme (PGS) which is a Church of England scheme funded by the diocese, whereby the gift aid is claimed by them and paid over to the church every month. This

simply requires the setting up of a direct debit with the scheme and it has the benefit of offering an annual review of giving with the option to allow an inflationary increase.

The income from the Church Centre in 2022 was £41,870 (£19,080). The increase is because the Centre was open for hire for the whole of 2022, whereas 2021 was affected by the gradual reopening of the building following the pandemic. We are budgeting for the Church Centre to generate income in the region of £38,000 during 2023.

### **Expenditure:**

Total expenditure from unrestricted funds £147,615 (£126,543) was used as follows:

Ministry: £8,440 (£3,180)

Parish Share of £78,135 (£74,894)

Staffing, Administration, Building maintenance and Utilities: £61,040 (£48,468)

Parish Share has increased to £79,658 for 2023. A rise of 2%.

Due to cash flow constraints we are currently paying below the requested level of £6,638 per month, but do still hope to be able to pay the full amount by the end of December.

The PCC was unable to contribute to any mission partners from unrestricted funds during the year. However, Mission is supported in other ways:

1. the centre is offered to charities at a discounted rate as part of our Mission to the community,
2. the Diocese have offered the fact that Mission giving is subsumed within the Parish Share, since a proportion supports churches & clergy in poor or urban areas.

### **Net Result:**

2022 has seen us end the financial year with a very small surplus on unrestricted funds of £1,126 (£-444 Deficit).

### **Reserves policy**

It is PCC policy to try to maintain a balance of 10% of annual expenditure as an operational margin, and to cover emergencies. This is included in the balance of £41,918 (£36,329) unrestricted funds at the end of year (see Note 8.)

There is a need to build up reserves to cover on-going maintenance and unforeseen events and expenditure. A quinquennial inspection was due in 2021, and has been deferred to include reordering of the church.

**St Mary's Church, Camberley**  
**Statement of Financial Activities for the year ended 31 December 2022**

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
<b>Incoming Resources</b>					
Voluntary Income	2(a)	100,509	6,253	106,762	117,324
Income from church activities	2(b)	47,825		47,825	19,632
Investment Income	2(c)	407		407	276
<b>Total Incoming Resources</b>		<b>148,741</b>	<b>6,253</b>	<b>154,994</b>	<b>137,232</b>
<b>Resources Expended</b>					
Grants	3(a)		322	322	1,192
Ministry	3(b)	86,575	5,270	91,845	88,017
Staff, Building and Admin	3(c)	61,040		61,040	48,290
Governance costs		-			178
<b>Total Resources Expended</b>		<b>147,615</b>	<b>5,592</b>	<b>153,207</b>	<b>137,677</b>
<b>Net Incoming/(Outgoing) Resources</b>		<b>1,126</b>	<b>661</b>	<b>1,787</b>	<b>(444)</b>
Balances brought forward 1/1/22		36,329	7,696	44,025	44,469
Transfers between funds	8	4,463	- 4,463		
<b>Balances carried forward 31/12/22</b>		<b>41,918</b>	<b>3,894</b>	<b>45,813</b>	<b>44,025</b>

**Balance Sheet as at 31 December 2022**

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
<b><u>Current Assets</u></b>					
Bank and Cash	5	23,816	3,894	27,710	36,611
Deposit accounts		16,844		16,844	16,844
Bookstall Stock		320		320	308
Tax Recoverable (Gift aid)		256		256	3,860
Other Debtors		2,011		2,011	4,249
		<b>43,247</b>	<b>3,894</b>	<b>47,141</b>	<b>61,871</b>
<b><u>Creditors</u></b>					
Missionary and Charitable Giving	6				
Accruals & Deferred Income		- 1,328		- 1,328	(17,842)
Other Creditors				-	(5)
		<b>- 1,328</b>	<b>-</b>	<b>- 1,328</b>	<b>(17,846)</b>
<b><u>Analysis of Net Asset by Fund</u></b>					
Current Assets	7	43,247	3,894	47,141	61,871
Liabilities (falling due within 1 yr)		- 1,328		- 1,328	(17,846)
		<b>41,919</b>	<b>3,894</b>	<b>45,813</b>	<b>44,025</b>



Revd Andrew Knowles

Approved by the PCC on: 14<sup>th</sup> March 2023

**St Mary's Church, Camberley**  
**Notes to Financial Statements for the year ended 31 December 2022**

The following notes numbered 1-8 form part of these accounts

**ACCOUNTING POLICIES**

The accounts have been prepared in accordance with the Parochial Church Council's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Parochial Church Council is a Public Benefit Entity as defined by FRS 102. The Parochial Church Council has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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.

Bank Accounts:

NatWest, 45 Park Street, Camberley, GU15 3PA  
CAF Bank Account

**ASSETS**

**Fixed Assets:**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act.

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

**Moveable church furnishings**

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

**Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Fixtures & Fittings 20 years
- Computers 3 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

#### **Investments**

St Mary's receives the dividends from Astra Zeneca shares, but it does not own the shares.

#### **Short term deposits**

These are the cash held on deposit either with the CCLA or at the bank.

#### **FUNDS**

**Restricted Funds** represent donations or grants received for a specific purpose. The funds may be expended only for the specific purpose they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund.

#### **Unrestricted Funds**

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

#### **Endowment Funds**

St Mary's does not have any Endowment Funds

#### **St. Mary's Nursery**

Is a separate registered charity and its accounts are reported separately.

**St Mary's Church, Camberley**  
**Statement of Financial Activities for the year ended 31 December 2022**

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
<b>Incoming Resources</b>	2				
<b>Voluntary Income</b>	2(a)				
Planned Giving:					
Gift aid donations		57,411		57,411	64,423
Other planned giving		4,504		4,504	5,274
Gift Aid tax recoverable		14,728		14,728	14,899
Collections (open plate)		1,434		1,434	1,381
Other income and donations		3,948	5,003	8,951	13,460
Grants & Legacies		18,484	1,250	19,734	17,888
		100,509	6,253	106,762	117,322
<b>Income from Church Activities</b>	2(b)				
Church Centre Rent		41,870		41,870	19,080
Children's activities		392		392	
Insurance refund		250		250	-
Events and fundraising		4,400		4,400	-
Bank interest		13		13	-
Bookstall		453		453	234
Fees received		447		447	319
		47,825	-	47,825	19,633
<b>Investment Income</b>	2(c)			-	
Deposit account with CBF		112		112	7
Dividends		295		295	269
		407	-	407	276
<b>Total Incoming Resources</b>		<b>148,741</b>	<b>6,253</b>	<b>154,994</b>	<b>137,232</b>

**St Mary's Church, Camberley**  
**Statement of Financial Activities for the year ended 31 December 2022**

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
<b>Resources Expended</b>	3				
<b>Grants</b>	3(a)				
Orchard Way Playpark			322	322	183
TLG				-	600
Grants to Individuals					409
		-	322	322	1,192
<b>Ministry</b>	3(b)				
Diocesan Parish Share		78,135		78,135	74,895
Children and Youth		1,281		1,281	116
Discipleship		762		762	747
Outreach		2,070	5,270	7,340	9,971
Pastoral		1,827		1,827	241
Worship		2,161		2,161	1,630
Bookstall		339		339	417
		86,575	5,270	91,844	88,017
<b>Staff, Building and Admin</b>	3(c)				
Staff Costs		24,829		24,829	15,987
Utilities		11,663		11,663	8,315
Insurance		2,359		2,359	1,928
Cleaning and Waste Disposal		1,118		1,118	596
Bad Debts				-	-
Fabric Costs		14,866		14,866	12,922
Consultancy and Accountancy		2,125		2,125	2,454
Communications, IT and Overheads		2,301		2,301	3,062
Photocopier and Office Supplies		1,779		1,779	3,026
		61,040	-	61,040	48,290
<b>Governance Costs</b>	3(d)				
PCC Costs				-	178
<b>TOTAL RESOURCES EXPENDED</b>		<b>147,615</b>	<b>5,592</b>	<b>153,207</b>	<b>137,677</b>



**St Mary's Church, Camberley**  
**Statement of Financial Activities for the year ended 31 December 2022**

<b>Fund Details</b>	<b>Note</b>	<b>Balance at 1st Jan 2022</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers</b>	<b>Balance at 31st Dec 2022</b>
	<b>8</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Movements in Funds</b>						
<b>Unrestricted Funds</b>						
General Fund		35,919	144,341	146,738	2,000	35,524
Designated - Grants		-				-
Designated - Fabric		-	100		2,385	2,485
Designated - Vicars		410	1,300	877	78	911
Discretionary						
Designated - Youth Worker			3,000			3,000
		<b>36,329</b>	<b>148,741</b>	<b>147,615</b>	<b>4,463</b>	<b>41,920</b>
<b>Restricted Funds</b>						
Church Fund		5,863			- 5,863	-
Charity Appeals		30				30
Orchard Way Play Park		852		322		530
Free Food		951	6,253	5,270	1,400	3,335
		<b>7,696</b>	<b>6,253</b>	<b>5,592</b>	<b>- 4,463</b>	<b>3,895</b>
		<b>44,025</b>	<b>154,994</b>	<b>153,207</b>	<b>-</b>	<b>45,815</b>

**Independent Examiner's report to the PCC of St Mary's Church Camberley**  
**For the year ended 31 December 2022**

This report on the financial statements of the PCC of St Mary's Church for the year ended 31st December 2022 set out on pages 31 to 36 is in respect of an examination carried out under Section 145 of the Charities Act 2011 and the Church Accounts Regulations 2006. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

**Respective responsibilities of trustees and examiner**

As members of the PCC you are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is our responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the 2011 Act; and
- State whether particular matters have come to our attention.

**Basis of independent examiner's statement**

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 we do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

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

1. which gives us reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met or;
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
Andrew Mitchell  
A R Mitchell & Co Ltd  
t/a Mitchell & Co  
Chartered Accountants

Date: 20<sup>th</sup> March 2023