



# St Mary's, Camberley

Trustees Annual Report and Financial Statements  
of the Parochial Church Council  
Year ended 31st December 2024

Incumbent:  
Rev'd Andrew Knowles

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

Independent Examiner:  
Fuller Spurling Chartered Accountants

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**PLEASE NOTE:**

This report is the sum of many contributors, their words are incorporated to form this single report about the Life and Ministry of St Mary's, Camberley.

## Introduction Letter

### Letter from Reverend Andrew Knowles, Vicar of St Mary's Camberley

#### Mary's Song – The Magnificat (Luke 1:46-55)

As we reflect on the past year at St Mary's, Mary's song—the Magnificat—comes to mind. It is a song of praise, but also one of transformation and hope. Just as Mary rejoiced in the mighty acts of God, so we too can look back and see God's hand at work in our church.

St Mary's has a unique identity, much like the Trinity—Father, Son, and Holy Spirit. We see this reflected in our church family: the Church, the Nursery, and The Well (our Church Centre). Each is distinct in character, yet all share the same DNA, bound together by our mission to serve our community and glorify God.

#### A Journey Through Loss and Renewal

Five years ago, in March 2020, our world changed with the onset of the pandemic. It was a season of loss—loved ones passing away, people moving on, and some drifting from church life. The words of the song *All I Once Held Dear* ring true: *All this world reveres and wars to own... all I once thought gain I have counted loss*. Yet, through this season of grief and change, God has been faithful.

Our core team worked tirelessly, navigating an uncharted cultural landscape and seeking a fresh vision from God. We have clung to the promise of Psalm 23: *Even though I walk through the darkest valley, I will not be afraid, for You are with me. Your rod and Your staff comfort me*. Through every challenge, God has guided and protected us.

#### A New Season

We stand on the threshold of a new season, one in which the prophetic word spoken over St Mary's more than 15 years ago is being fulfilled: *See, I am doing a new thing!* (Isaiah 43:19). Signs of new life are all around us—the catalyst of our Church Development Plan (CDP), the Nursery's 'Outstanding' Ofsted result, and the rebranding of the three St Mary's ministries, just to start with. A renewed confidence and focus are emerging, and 2025 will bring further new initiatives.

Our CDP is not just about strategy—it's about connection. It is about linking up the different activities of our church life and creating intentional pathways for people to encounter St Mary's and, ultimately, to encounter God. The pandemic shook us out of old ways, much like Israel's journey out of Egypt, through the wilderness, and into the Promised Land. Now, we step into the new landscape, embracing the opportunities before us.

#### Faithfulness and Challenges

This report is a testimony to God's provision and the faithfulness of those who have remained steadfast—those who turn up Sunday after Sunday for worship, those who serve, love, and reach out to others. We are learning to travel light, to keep things simple, and to trust in the Holy Spirit, who goes ahead of us.

Yet, we do not ignore the challenges we face. The need to repair and renew our buildings—the Church and The Well—is urgent. Our commitment to achieving Carbon Net Zero by 2030 adds complexity, with our roof and two boilers needing to be replaced within the next two years.

Financially, we must raise enough for the day-to-day running of St Mary's while also funding these necessary projects. And yet, as this report will show, St Mary's has a history of overcoming obstacles and turning them into opportunities for growth.



As a registered charity, we recognise our responsibility to act with transparency, integrity, and make good use of the resources entrusted to us. We have shown this through sound financial management, community engagement, and initiatives that support our mission. The Charity Commission requires us to ensure that all funds are managed effectively and used in line with our mission. We are committed to upholding the highest standards of governance, ensuring that St Mary's remains a place of worship, support, and outreach for generations to come.

### **Moments of Community and Witness**

Among the many highlights of the past year, two stand out. Our Remembrance Service was a powerful moment of witness—180 people gathered outside, including schools, uniformed groups, and the Rock Choir, to remember together. It was a visible sign of our role in the community. Another deeply moving moment was retelling the Christmas story in our local nursing home, reminding the residents that they are so loved.

As a parish church, we continue to seek to be salt and light in our community. We move forward in faith, knowing that God is leading us into the new things He has prepared. We journey together with hope and expectation, trusting in His unfailing love.

With every blessing,

Reverend Andrew Knowles  
Vicar, St Mary's

## 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.

### PCC Members:

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 2024 are listed below.

PCC members serve for three years, (shown in brackets). Church Wardens are elected each year.

Ex Officio members:

Incumbent:	Reverend Andrew Knowles* (Chairperson)
Associate Minister:	Reverend Sue Duplock

Elected members:

Church Wardens:	Mr Darren Duplock* (first elected: 2021)
	Mrs Lesley Hall* (first elected: 2022)

Representatives on the Deanery Synod:

Mrs Lesley Hall* (2023 – 2026)
Mr Darren Duplock* (2023 -2026)

Representative on the PCC: There are three vacancies on the PCC.

Mrs Maria Morris (2022 – 2025)
Ms Tyrrell Brett (2022 – 2025)*
Mrs Rosie Jones (2023 – 2026)
Mrs Joan Hibbins (2023 – 2026)
Mrs Penny Newson (2023 – 2026)
Mr Mike Emery (2023 – 2026)*
Mr Yovan Devadoss (2024 – 2027)

\*Members of the Standing Committee from April 2024

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

Mrs Lesley Hall (Electoral Roll Officer)

Ms Abbigail Ruddock (Safeguarding Officer until February 2024)

Mrs Tyrrell Brett (Safeguarding Officer from May 2024)

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)

**HR Consultant** - Mrs Karen Liddington

People In Focus Ltd, Aspect House, Pattenden Lane, Marden, Kent, TN12 9QJ

**Health and Safety Consultant** - Mr John Bradstreet

Just Safety Ltd, Market House, 21 Lenten Street, Alton, Hampshire, GU34 1HG

**Architect – Purcell UK** - Mrs Ellie Atherton (Oxford Office)

15 Bermondsey Square, Tower Bridge Road, London, SE1 3UN

Purcell Architects were appointed on 18<sup>th</sup> October 2014 as St Mary's Architect to advise on all building work and to complete the Quinquennial Report.

- Jonathan Deeming (Oct 2014 to Feb 2025), Partner at Purcell and our Principal Architect, supported by:
  - o Alex Marlow (Jan 2022 to Dec 2023)
  - o Kayleigh Buttigieg (Dec 2023 to Jan 2024)
  - o Ellie Atherton (Jan 2024 onwards)
- Ellie Atherton (Feb 2025), Associate Architect at Purcell with specialism in historic buildings and in February 2025, Jonathan Deeming stepped down and Ellie Atherton became our Architect.

**External Examiner:** Mrs Susanne Keane

Fuller Spurling Chartered Accountants, 90 High Street, Sandhurst, GU47 8EE

## PCC Structure, Management and Governance

The Parochial Church Council's membership includes the ordained Minister (Vicar), Associate Minister, and those elected, the Church Wardens, two Deanery Synod representatives, and seven PCC members. All those who attend our services and are 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 in the workings of the PCC.

The PCC operates throughout the year with the full council meetings (every other month) 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 2024, there were nine full PCC meetings held, plus the Vestry meeting and the Annual Parochial Church Meeting.

### 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.

### People Team

Overseeing the resources 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 2024.

- Incumbent (ex officio)
- Curate
- Church Wardens (ex officio)
- Parish Safeguarding Officer
- 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.

- Incumbent (ex officio)
- Church Wardens (ex officio)
- Lay members

### Finance Team

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



- PCC Treasurer (ex officio)
- Finance Officer
- Incumbent (ex officio)
- Church Wardens (ex officio)
- Advisers: Diocese and Charity Commission Officers

## Operations Team

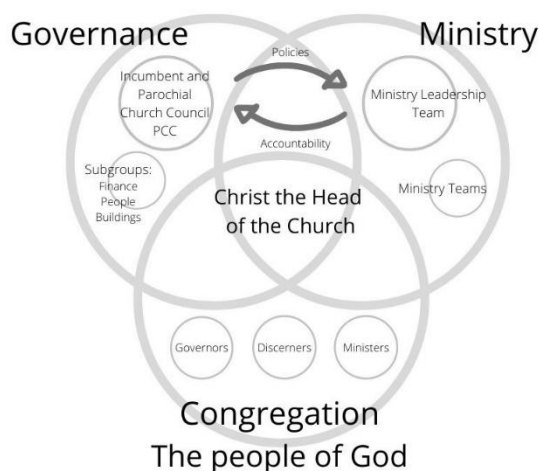
See Standing Committee

## 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 the Incumbent. The MLT is responsible to the PCC, reporting regularly, and making proposals for the PCC to approve.

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 diagram shows how St Mary's operates.**



## The PCC as an employer

Welcome and Bookings Officer: Mrs Gwen Mullins (15 hours per week) started in September 2023

Administrative Support Officer: Mrs Phillippa Pluess (7.5 hours per week term time only) finished in October 2024

Administrative Support Officer with an emphasis on communications: Mrs Modupe Adegba-Pain (10 hours per week term time only) started in November 2024

Finance Officer: Mrs Esther Westwood (6 hours per week) started in November 2021

Caretaker/cleaner: Mr Gregorz Musolf (10 hours per week) started in June 2019

The PCC is grateful for the commitment of its staff, their work and ministry at St. Mary's. Every year has its challenges at St Mary's and we are indebted for their dedication.

We would like to thank Mr Mike Emery for maintaining our IT equipment for both the Church and the Nursery, which is always developing. St. Mary's Camberley website is managed by Mr Ian Robson with the help of the Administrative Support Officer. We thank them for their hard work.

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

Like most charities, St Mary's has seen a change in its volunteering, we are grateful for all who have given their time, and work for the benefit of us all. 80 volunteers are covering 49 different roles.

We are aware of the need for more people to serve to share the workload. We are continually reshaping the way we work and looking to build up teams and team leads. We have created a Ministry Handbook, which was completed in 2024. This is called the St Mary's Ministry Handbook rather than a Volunteers Handbook because our approach to serving is rooted in Christ's model of ministry. Jesus demonstrated servant-hearted leadership, calling His followers to serve others in love. As He said, "For even the Son of Man did not come to be served, but to serve, and to give his life as a ransom for many" (Mark 10:45).

This reflects our belief that serving in the church is more than just volunteering—it is a ministry, a calling to serve God and His people.

At the same time, as a registered charity, St Mary's aligns with the Charity Commission's requirements, ensuring that all who serve are equipped, supported, and accountable within a well-structured framework. By calling it a Ministry Handbook, we highlight both our spiritual foundation and our practical responsibilities.

## **Objectives**

Charities have a range of Governing Documents. Charitable Trusts are governed by Trust Deeds; Charitable Companies will have a Memorandum and Articles; whilst Charitable Associations usually have a Constitution. Whilst Parochial Church Councils (PCCs) are charities, they are governed by two pieces of Church of England legislation, called Measures. These are:

The Parochial Church Councils (Powers) Measure 1956 as amended.

This defines the principal function, or purpose, of the PCC as "promoting in the parish the whole mission of the Church".

The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended)

<https://www.churchofengland.org/resources/clergy-resources/pcc-accountability-guide>

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 (now called The Well), 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



The diocesan leadership and community are committed to the vision of Transforming Church, Transforming Lives and has been since September 2016.

The Diocesan vision is one 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.

### A refreshed focus

Following a second prayerful listening exercise and looking at the National Church's focus of 'Simpler, Bolder, Humbler'. The Diocesan Senior Staff 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 number 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.

Alongside the three priorities, they also created a refreshed set of 'Imagine' statements:

**Imagine statements:**

**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.

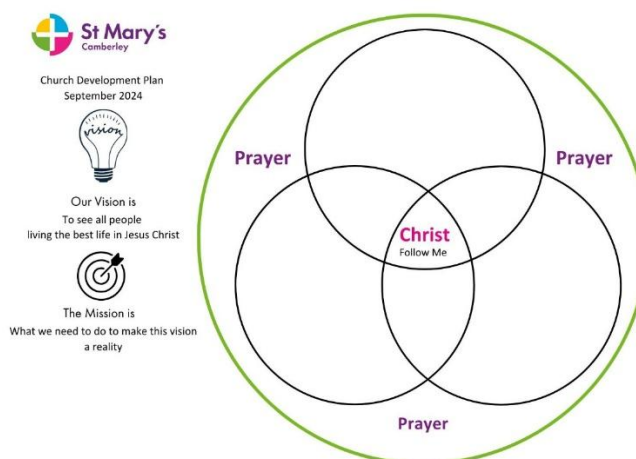
**Imagine a Church** that worships in many ways and places, building diverse, holy, attractive communities of faith that are nourished through word and sacrament, alive in the Spirit, and accessible in every way.

**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.

**In 2024, Surrey Heath Deanery and its parishes started a Deanery, and a Parish Needs Process.**

The Deanery Leadership Team, the Deanery Synod and Chapter, and the Parochial Church Councils collaborated to explore ways to grow disciples, enhance diversity, and strengthen community. This discernment process occurs every two years and resulted in the creation of a Deanery Plan, and a Church Development Plan for each parish.

## St Mary's Vision and Mission



**Our Vision:**

To see all people living the best life in Jesus Christ

**Our Mission:**

To do what we need to do to make this vision a reality

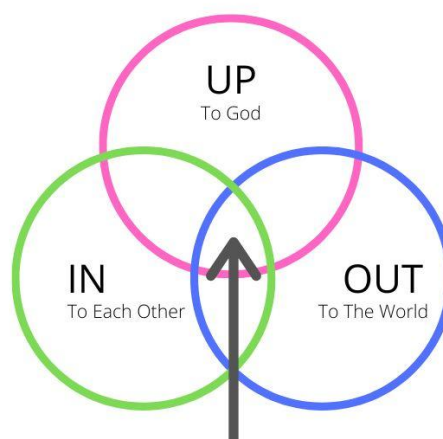
## Our Values - why we do what we do.

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 tool to help remember and understand our vision, mission and values.



### Being Disciples + Making Disciples

This is the vision of what a Christian church can be.  
It is to grow deeper in these three dimensions that are the essential aspects of a healthy church and of an individual disciple.

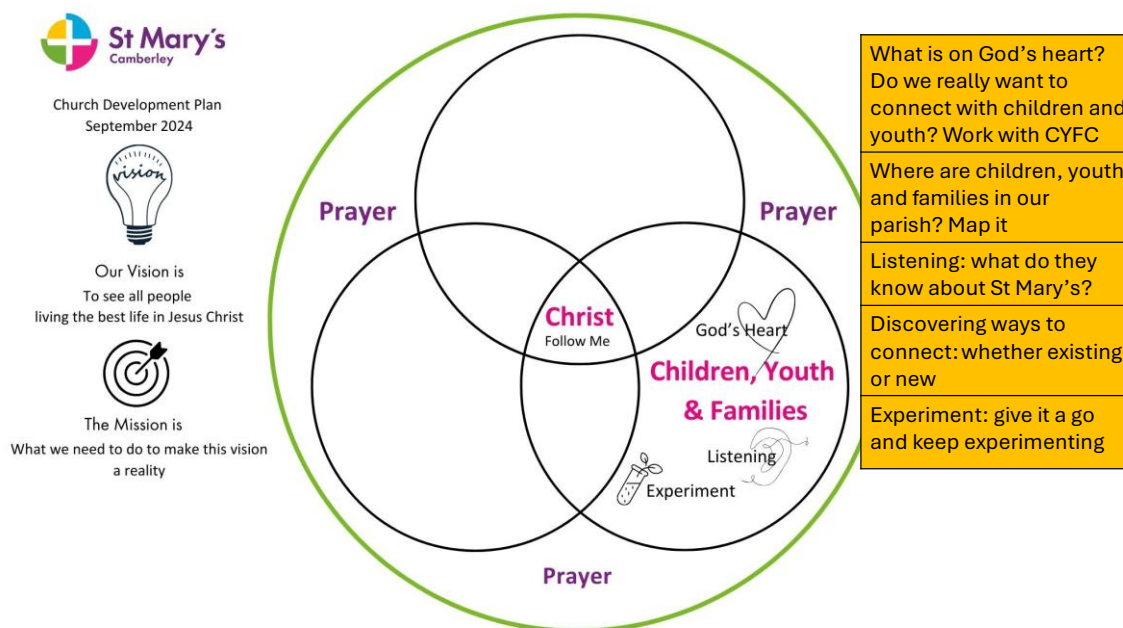
## Church Development Plan 2024 to 2026 - strategy

This new Church Development Plan was created by the PCC, in partnership with the Church family, the Deanery and the Diocese. It was approved by the Archdeacon of Surrey in September 2024 and forms part of the Deanery and Diocesan Mission Plan for the next three years. It was shared with the Church family at our Vision Day in October 2024.

We have three key priorities, and the fourth is moving towards Net Zero Carbon

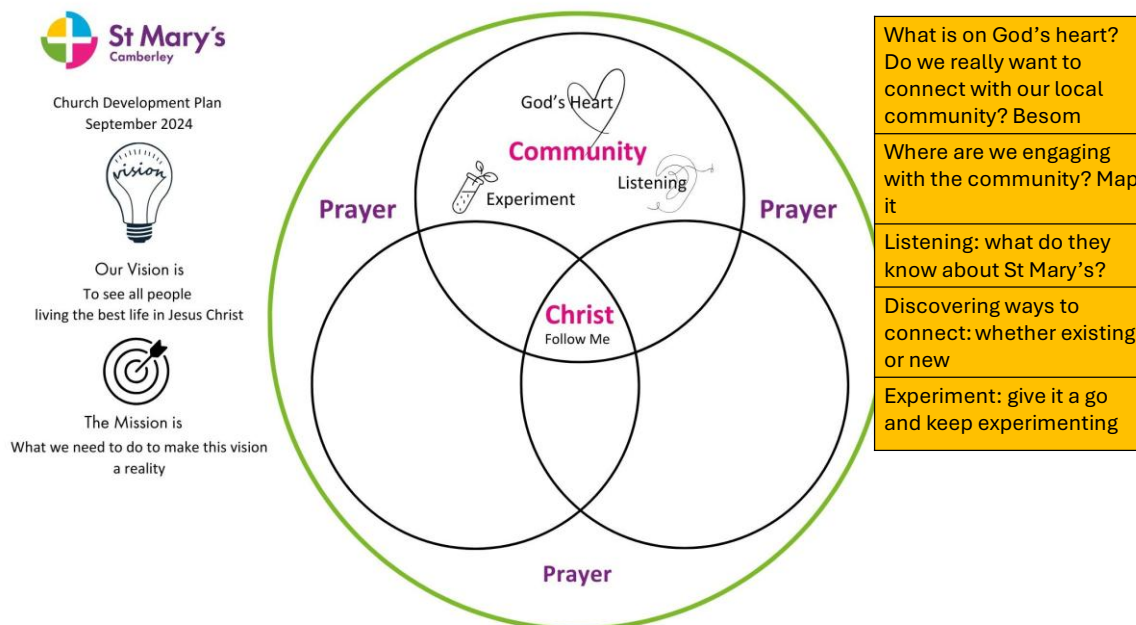


**Priority One** is to increase our engagement with families, children and young people to give them an amazing experience and build new Christian communities. (Be Fun)

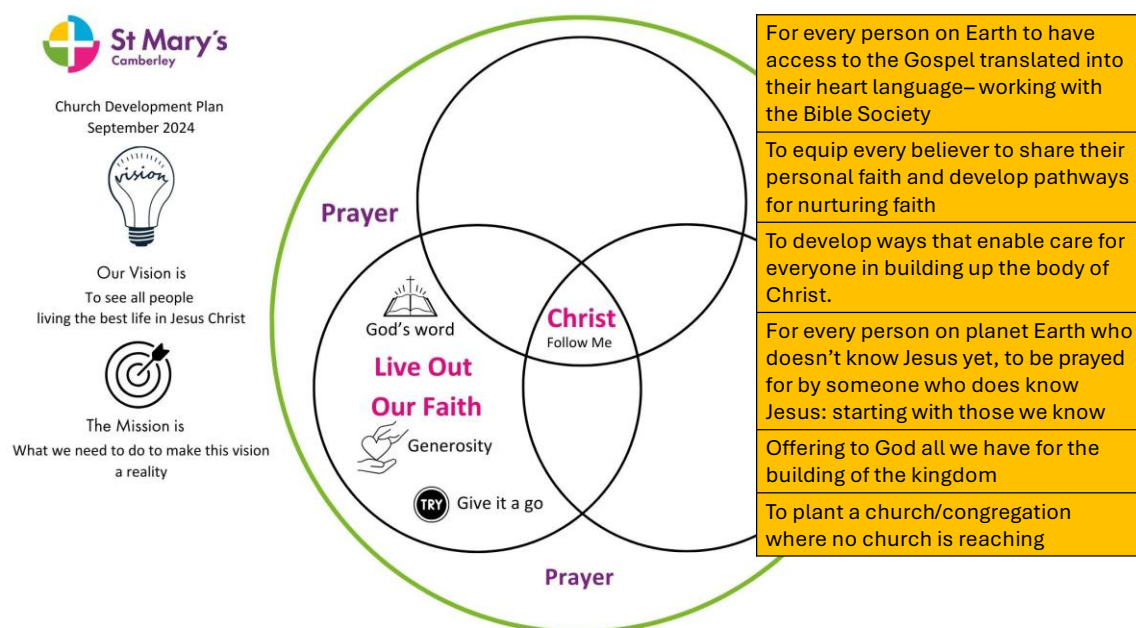




**Priority Two** is to increase our engagement with the wider community to reach out and become a church that our community can not live without (Be there)



**Priority Three** is for the church, ordained and lay together, to enable God's people to grow in their capacity to live out the Good News of Jesus in all of life – in service in the church and in the world. (Be confident)



**Priority Four** is to improve our environmental footprint and moving towards Net Zero Carbon (NZC) (Be Responsible)



#### Net Carbon Zero by 2030

- Complete an Energy Audit and link it to the Quinquennial Report
- Funding opportunities with improve the building performance
- Outside worship
- Going for Gold– Eco Church
- Phase One - reordering of the foyer and toilet
- Phase Two – renew the interior of the church
- Phase Three – renewal of the hall e.g. roof

## Achievements and Performance

### Leadership: PCC and Deanery Synod

#### PCC review of 2024

Tyrrell Brett and Andrew Knowles

At every PCC we begin with a Bible reading, reflection and prayer, end with sharing together, reflection on the meeting and finish in prayer.

- Previous minutes are approved and relevant actions reviewed and updated.
- Team updates and reports received from the PCC Officers and Team leads are reviewed prior to the meeting and key items discussed, including Governance items and Safeguarding updates.
- The following is a summary of key meeting points and not fully inclusive of all topics discussed at each meeting.

#### January

- **Finance:** End-of-year report reviewed. Noted that full Parish Share contribution to the Diocese isn't possible, the 2023 deficit reduced to £20k (from an expected £40k).
- **Buildings:** Discussed essential repairs to the church roof and car park. Quotes reviewed and decisions made on works to proceed.
- **Prayer at St Mary's:** Reflected on how and when we pray as a church. Small group discussions held on prayer life.

## February

- **Deanery Synod & Parish Needs Process:** Preparation for creating a new Church Development Plan (CDP). A group of 10 members approved to represent diverse areas of ministry.
  - **Eco:** Trial of eco-friendly Delphis products agreed. Commitment made to phase out non-eco products.
  - **Tots 'n' Dots:** Due to growing size and safety concerns, decision made to limit group to primary carers (excluding childminders). Plans to work with childminders to create an alternative group.
  - **Prayer Focus – "Thy Kingdom Come":** Explored different types of prayer — worship, waiting on God, contending (battle), fasting, and blessing. Challenged to reflect on whether we see church as a "cruise ship" or "battleship". Vision of being "battle, rescue, mercy ships" passionate to see God's Kingdom come.
- 

## March

- **No PCC meeting.**
- 

## April

- **Annual Report & APCM:** Approved with minor amendments. Agreed to hold a bring-and-share lunch after APCM to foster community and shared responsibility.
  - **CDP Development:** Parish Needs Team attended Diocese Strategy Day — reviewed achievements of current plan and started shaping next phase.
    - Shared tools to understand church life: faith journeys (Stepping Stones), levels of connection (Contact to Core), and reviewing activities (Fruitfulness vs. Effort).
  - **Building Repairs:** Reviewed progress and next steps.
  - **Holy Communion:** Discussed significance of single chalice and shared bread. Decision to return to this tradition.
- 

## May

- **Leadership Appointments:** PCC Officers and Standing Committee appointed. Agreed to trial alternate month PCC meetings (6 per year).
  - **Safeguarding:** Core policies approved, noting updates needed for new Parish Safeguarding Officer (PSO).
  - **Building Works:** Reviewed progress on car park (including tarmac removal and bollards), roof, windows, and doors.
  - **CDP Service:** Planning for interactive service to gather the congregation's input on our priorities, share long-term building plans, and foster engagement.
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## June

- **PCC Actions:** Follow-up on safeguarding accessibility, building works.
- **Church Calendar:** Introduced new format for regular review.
- **CDP Priorities:** Prepared focus areas for PCC discussion.
- **Local Elections:** Plans to engage voters using church as a polling station — welcoming environment, displays of plans, advertising.

- **CofE Net Zero:** Reviewed national goals and implications for St Mary's.
  - **Safeguarding Tier 3:** New role descriptions and training expectations under review.
- 

## July

- **Team Updates:** Pre-circulated and reviewed.
  - **Energy Audit:** Outcomes of free audit shared; ideas for improvements noted.
  - **Racial Justice Covenant:** First review, feedback to be gathered.
  - **Camberley Group:** is five Anglican churches within Camberley that formed a 'group' which is a legal entity. St Mary's, as one of the member churches of the group, has been consulted about the future of the group ministry, and the PCC agreed that the group was no longer needed and should be dissolved. AK wrote to the DAC Secretary to inform her of our views. We considered the Deanery is the place where the churches will continue collaborating.
  - **Volunteers Handbook:** Approved pending minor adjustments.
  - **Centre Hire Policies:** Discussions on making the Centre alcohol-free and reinforcing eco and fair-trade product use.
  - **CDP Priorities Agreed:**
    1. **Children, Youth & Families:** A new champion team needed, focus on groups like Tots n Dots.
    2. **Community Engagement:** Build relationships, become integral to local community — new team needed.
    3. **Growing Church Life:** Strengthening existing ministries and discipleship — "Discover it, Live it, Give it."
    4. **Eco & Net Zero by 2030:** Strengthen eco practices, educate church on why and how.
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## August

- **Summer break – no PCC meeting.**
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## September

- **Safeguarding:** Mostly current; 2 items outstanding.
  - **Archdeacon Visit:** Positive feedback received.
  - **Racial Justice Covenant:** Unanimously approved. PCC will give feedback on wording and explore actions to support it.
  - **Complaints Procedure:** Reviewed and approved with amendments.
  - **Safeguarding Update:** Ongoing work.
  - **Church Furniture Declutter:** List of items to be removed or repurposed approved.
  - **New Ramp:** Architect's second option (better aesthetics & accessibility) unanimously approved.
  - **CDP – Growing Younger:** Agreed to form a team to explore how to engage children, youth, and families. Focus on what's needed and possible.
  - **Building Issues:** New side leak identified; costs and solutions to be explored.
- 

## November

- **Safeguarding:** thirtyeight:one Safer Places Pledge approved by the PCC and adopted.

**We pledge to:**

<p><b>Speak up</b></p> <p>The silence around issues of abuse can be deafening, often leaving those that have been abused to be the sole voices speaking out. We will use our voice and our influence to publicly and privately speak up about the injustice of abuse and the need for change.</p>	<p><b>Put survivors first</b></p> <p>Too often we see cases where victims and survivors have not been believed, have been silenced or have been further abused by the response they have received. We will listen to victims and survivors and ensure we put their needs at the heart of any response.</p>	<p><b>Conceal nothing</b></p> <p>When abuse is discovered it is important that it is fully brought into the light so that justice can be served and those that have been affected can receive the help they need. We will not cover-up or collude but be open, transparent, and truly repentant about what has happened.</p>
<p><b>Take responsibility</b></p> <p>Rather than apportion blame or point the finger at others, we must acknowledge that abuse happens in any culture that allows or creates the circumstances for it to occur. We will take responsibility for the ways we have personally and corporately failed and will take the necessary steps to shoulder that responsibility and the reparations that must come as a result.</p>	<p><b>Make change happen</b></p> <p>Apologies and learning lessons are important steps in the process of responding to abuse, but too often that is where we stop. We will not just take responsibility, and learn lessons, but will make active, tangible, timely steps towards change and encourage others to do the same.</p>	<p><b>Hold each other accountable</b></p> <p>It's important to acknowledge that issues of abuse are not confined to one particular denomination or tradition, but are issues experienced across all expressions of the Church. We will commit to holding ourselves mutually accountable by accepting the challenge of others about our own practice and challenging poor practice wherever we see it.</p>

- **Team & Building Updates:** Reviewed ongoing work and associated actions.
- **Finance:** Draft budget reviewed.
- **Christmas Services:** Planned logistics, service types, and advertising.
- **CDP Updates:**
  - **Youth & Children:** Strong volunteer response. Plan to add more Christian content to Tots n Dots and distribute family service invites.
  - **Community:** Discussed "pop-up café" idea as outreach opportunity.
  - **Church Foundations:** Plan for 2025 open PCC meeting on "building up the body of Christ" — caring, nurturing, growing faith.
  - **Safeguarding:** Need for clear role descriptions, commitments, and training for all roles.

## December

- **PCC Social Gathering** at The Cabin, Camberley — informal time together and AK thanked the PCC for their commitment to St Mary's.

## Standing Committee 2024

Tyrrell Brett and Andrew Knowles

Since June, the Standing Committee has met most months, beginning and ending with prayer. The committee covers any matters that arise between PCC meetings, and is a working group of the PCC preparing material for the Council's consideration. The members are elected by the PCC.

## June

- **PCC Plans:** Updates on actions, including safeguarding document accessibility.
- **Buildings:** Progress and next steps discussed.
- **Church Calendar:** New format for regular review.
- **CDP:** Key priorities set for next PCC discussion.
- **Communion:** Agreed timing and process for changes.

- **Elections:** Plans to welcome voters — tidy foyer, display building plans, advertise services.
- **Net Zero:** CofE requirements noted.
- **Safeguarding:** New Tier 3 requirements, needed documents, risk assessments, and role descriptions.

#### July

- **Action Log:** PCC & SC actions reviewed and updated.
- **Tower Safety:** Agreed — not to be used without training or alone.
- **Alcohol Policy:** Discussion on site policy.
- **Buildings:** Agreed on window frame type, tarmac removal, and actions from Fire Consultant's visit.
- **Elections:** Progress discussed.
- **PCC Items:** Racial Justice Covenant, Camberley Group closure (reasons).
- **CDP:** Service feedback reviewed; priorities set for next PCC.

#### September

- **Foyer:** New signage reviewed and appreciated; ideas for improvements shared.
- **Leadership:** Team calendar reviewed and updated.
- **Buildings:** Repairs and updates discussed.
- **Safeguarding:** Update
- **Other Items:** Racial Justice document, action log, Archdeacon's visit, CDP progress, youth engagement ideas, Abbi's wedding plans.
- **PCC:** Planning underway for next meeting.

#### October

- **Safeguarding:** Update
- **CDP:** Reviewed plans and visual summary for 'Community', 'Children, Youth & Families', and 'Living out our Faith', exploring ways to engage locally.
- **Christmas & Services:** Agreed on plans for Remembrance, Creationtide, and Christmas services. Introduced new 'Pizza & Carols' family service; adjusted schedule to make space for new events.

#### November

- **Safeguarding:** Update
- **Roles Review:** Reviewed Role Descriptions and Tots n Dots roles — aiming for clear, positive, safeguarding-aware, easy-to-understand descriptions with biblical context. Discussed difference between Volunteers and Helpers, ensuring trained volunteers cover all roles. Lanyard use confirmed.
- **Key Services:** Planned for upcoming services (Remembrance, Christmas), including risk assessments and advertising. Noted new admin assistant's role in support.
- **PCC Prep:** Discussed budget, finances, and building repairs for next PCC meeting.
- **Buildings & Maintenance:** Reviewed ongoing building issues, maintenance plans, ramp repairs, Deanery and Churchwarden training, and new car park policy.



## Surrey Heath Deanery Synod 2024

Lesley Hall

What does a Deanery Synod do?

- It is a representative body which makes decisions at a deanery level with its main priorities being mission action planning and determining the parish share allocation from the deanery to the parishes.
- It acts as an intermediary between its parish PCCs and its Diocesan Synod: Under the Synodical Government Measure 1969, deaneries have the power to bring proposals and motions to Diocesan Synod for debate by contacting the [Diocesan Secretary](#), and it also receives actions from Diocesan Synod or General Synod to carry out in its deanery.
- Deanery synod members also act as the electorate for elections to Diocesan Synod and General Synod

In 2024, we elected a new Deanery Synod and our representatives are:

Area Dean: Revd Ellen Turtle

Assistant Area Dean: Tom Darwent (until October 2024) Andrew Knowles (from November 2024)

Deanery Lay Chair: Mr Howard Mason

### Deanery Synod Report 2024

Clergy: Revd Andrew Knowles, Revd Sue Duplock,

Lay representatives: Mr Darren Duplock (2023 -2026) and Mrs Lesley Hall (2023 -2026)

Deanery Synod meetings were held on the following dates:

1 May 2024, 3 July 2024 and 6 November 2024

(the February 2024 meeting was included in the 2023 APCM report).

A typical format of meetings is:

- Update from Area Dean and Lay Chair
- Report from Diocesan Synod – including Diocesan finance, and Parish Needs initiatives.
- Parish News (optional but can report good news or challenges)
- Parish Needs Process and Support
- Deanery Mapping (working together)

**May 2024:** at St Paul's, Camberley, attended by 11 clergy and 14 lay members.

At this meeting Core Team members for the Parish Needs Process (PNP) were also invited, and a workshop was held to discuss key priorities and shared opportunities in the following areas:

- Strategy for schools and children
- Young adults and youth
- The middle aged
- Working with seniors
- Identification of key groups and leaders for community engagement – who should we be listening to?
- Buildings/planned developments/Net Zero Carbon – what plans do you have for your church and/or church halls? How can we use and develop our buildings to better serve

our wider communities?

Key questions included – how to recognise target communities, how to become a church the target community cannot live without, in which areas is God calling your church, and what might we be able to do in partnership with others.

The outcomes were to be fed into a Deanery Development Plan (DDP).

**July 2024:** at St Peter's, Frimley, attended by 11 clergy and 21 lay members.

Again, Core Team members for the PNP were invited, and parishes were invited to highlight their Church Development Plan (CDP) priorities. The draft DDP was explained, and it was noted that Surrey Heath is the first Deanery to produce a DDP.

St Peter's also provided a demonstration of what a school's 'Open the Book' presentation would look like. Other parishes highlighted events they were planning, including quiz nights, Holiday Clubs, and a course on Emotionally Healthy Discipleship.

**November 2024:** at St Martins', Old Dean, attended by 8 clergy and 19 lay members.

It was reported that Andrew Knowles had been appointed assistant Area Dean (following Tom Darwent's departure). Parishes reported events of interest, which included planned bereavement courses, a pilot Messy Church, a concert for military wives, a silent disco, various Christmas specials including our Pizza and Carols, a Youth Hub awayday, plans to extend 'Open the Book' to a secondary school, a Swap and Shop event, an Eco team 'Green' fair, our open-air Remembrance Service.

Parishes highlighted their progress on the CDP, and the Deanery Leadership team reported they were working on a school mapping exercise and arranging a shared training session for 'Open the Book' (which has since occurred).

## Worship @ St Mary's

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 BCP 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: Melvyn Hayward  
Bible readers/Intercessions: Paul Crossley  
Prayer Ministry: Chris Simons and Val Goddard  
Coffee/Hospitality: Kathryn Knowles  
Children: Kathryn Knowles  
Youth: Katy Baker

We have started revisiting role descriptions, and we have identified the need for team leaders, this work continues with the introduction of the Safeguarding Parish Dashboard, which links roles descriptions with people and ensures that training and DBS checks are completed.

In 2024, we welcomed many new people to St Mary's Church Family. We continue to work on making it easier for people to transition from visitors to family members.

2024 Statistics Return to the Church of England:

Funeral x 1 at St Mary's and 4 taken elsewhere (such as Crematorium)

Baptisms x 3

Weddings x 1

Thanksgiving for the Marriage x 0

The number on electoral roll at APCM in April 2024 was 74

Church attendance 2024 – weekly attendance based on the October count is 59 adults and 4 children/young people, and 6 people online.

## Teaching Series Report

Andrew Knowles

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### 2024 Preaching Series Overview

#### January - February: Foundational and Habit Series

- **"We Are The Church" (Jan 14 - Jan 28)**
  - Themes: Church identity, community, spiritual contribution vs. consumerism.
  - Topics: Three mindsets for a better year, miracles you most need, letting go of loneliness.
  - **Key Biblical focus:** Being the People of God, His Church and Living It Out.
- **"Habit" Series (Feb 4 - Feb 18)**
  - Themes: Developing spiritual disciplines.
  - Topics: Prayer, power, word and worship.
  - **Focus on spiritual growth** through intentional practices – creating good habits.
- **"Different" Series (Feb 25 - Mar 17)**
  - Themes: Living counterculturally as Christians.
  - Topics: Family, creativity, generosity, evangelism.
- **Key focus:** "Different faith in trials", "Different values in an unholy culture"

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#### March - April: Lent and Easter

- **"Loving Like Jesus" (Mar 24 - Mar 31, Holy Week)**
  - Themes: Christlike love in action.
  - Key events: Palm Sunday, Maundy Thursday (Washing feet), Good Friday (Forgiving sinners), Easter (Resurrection).
  - **Biblical focus:** Life and teachings of Jesus during Passion Week.

- **"How to Study the Bible" (Apr 7 - Apr 14)**
    - **Biblical focus:** Philemon.
    - Themes: Practical tools for Bible study and understanding scripture.
  - **"Following Jesus in Today's World" (Apr 21)**
  - **"Empowering the Next Generation" (Apr 28)**
- 

#### **May: Dangerous Prayers & Evangelism**

- **"Dangerous Prayers" (May 5 - May 19) Lynn Chitsatso, a guest speaker from Compassion**
    - Topics: Make me bold, speak to me, break my heart.
    - **Biblical focus:** Deepening personal prayer life.
  - **Katherine Brown, a guest speaker from the Evangelical Alliance: Reaching People for Christ (May 26)**
    - Theme: Evangelism and outreach.
- 

#### **June: Faith Sharing Series**

- **"Story Bearer" (June 2 - June 30) Phil Knox, a guest speaker from LICC**
    - Topics: God's story, your story, their story, culture's story, prayer.
    - **Theme:** Personal faith sharing and testimony.
- 

#### **July: Elijah Series**

- **"A World Spinning Out of Control" (July 7 - 28)**
  - Archdeacon of Surrey visit for the induction of Sue Duplock as Associate Minister.
    - **Biblical focus:** Life of Elijah.
    - Themes: Trusting God in chaotic times, prophetic faithfulness.
- 

#### **August: Summer Series**

- **"Bless this house" (Aug 4 - Aug 25)**
- 

#### **September - October: Questioning Series**

- **"Ever Wonder Why?" (Sep 1 - Oct 13)**
    - Topics: Suffering, evil, unanswered prayer, trust, addiction, God's love.
    - **Key focus:** Addressing deep doubts and struggles.
  - **"Nothing New" (Oct 20) Vision Sunday (shared the Church Development Plan)**
    - Theme: God's constancy.
    - **Reference:** "He's still got the whole world in His hand".
  - **Bible Sunday (Oct 27)**
- 

#### **November: Hope and Change Series**

- **(Nov 3 - 24) including Outdoors Remembrance Service**
    - Topics: Peace, Hope, Identity, Priorities.
    - Themes: Finding God's way — "A better way".
    - Focus on transformation and hope.
    - **Biblical reference:** God's sovereignty ("He still got the whole world in His hand").
-

### December: Christmas Series

- "Your Best Days Are Now" (Dec 1)
- "When You've Given Up on Prayer" (Dec 8)
- "God does something new" (Dec 15 - 29)
  - Themes: Christmas reflections through the people of the Christmas narrative

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### Key Themes Across the Year

- **Spiritual disciplines:** Prayer, habits, Bible study.
- **Living counterculturally:** Different values, faith in trials.
- **Love and evangelism:** Loving like Jesus, story-bearing.
- **Faith in hardship:** Dangerous prayers, questioning God, Elijah.
- **Generational focus:** Empowering youth and others.
- **Seasonal reflections:** Lent, Easter, Christmas.

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### Notable Bible References & Implied Books/Themes

- **Philemon** (April study series).
  - **Elijah** (July series).
  - **Gospels' Passion narrative** (March).
  - **Faith and personal testimony** (June).
  - **Psalms/Prophets themes of struggle and God's faithfulness** (Sept-Oct questioning series).
  - **Christmas narrative** (December).
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## Bible Reading and Intercessions

Paul Crossley

We are grateful for those who publicly read the word of God to hear each week and lead us in praying together. It is wonderful to hear the different voices and accents, and the imaginative prayers written, inspiring us in our worship.

## Musicians and Singers Ministry Report

Ruth Walker

During 2024 we continued to expand the range of songs, both old and new, to enrich our worship experience. Perhaps most notably, we have introduced more diversity, including –

- songs to engage children and young people
- the use of Makaton
- songs from other cultures

It is encouraging to see how these have been embraced by the whole church family and to see the joy experienced, particularly, by those with special needs as they engage actively with us in worship.

I am grateful to those musicians and singers in the worship team for their commitment and dedication. At times, though, we have found ourselves stretched – and it would be wonderful if others sensed, and responded to, a calling to this most

valuable and rewarding ministry. I'm reminded of a 'quote' by Delia Smith, who once said that when God gives us a gift or talent, it's not intended to be just for ourselves, but it is to be shared. Might this, and Paul's words to the church in Philippi, be an encouragement to you?

*"I can do all things through Christ who strengthens me"*

## **Prayer Ministry Report**

Sally Robson

The Prayer Ministry Team has continued to offer prayer at the front of the church at the close of the Sunday Morning Service at 10.30 am each week over the past year. People come for prayer for a variety of needs - for healing and for other life situations. Sometimes no-one requests prayer, but more usually one or two come, and occasionally three to four. People continue to respond to God's promptings through Words of Knowledge (words or pictures) given in prayer to the team prior to the service. At times we hear back how God has changed things as a result of this prayer, which is always an encouragement, to the person who received prayer and the team.

We were saddened to lose Chris Simons from the Prayer Ministry Team and from St Mary's Church when she moved to Weston-Super-Mare in December. She had run the Prayer Team for so well over so many years and we will miss her friendship, leadership, support and her devotion to Prayer Ministry.

## **Prayer Stream Report**

Kathleen Nelson and Sue Dunn

The Prayer Stream is a vital ministry within St Mary's Church. We support one another by sharing and praying for situations that arise within our lives or the lives of our families, friends and church community. This ministry is always confidential within the Stream and it is important that the person or persons who have asked for prayer or been invited to be prayed for give their permission as requests can be personal, private and sensitive. We pray for the Lord to intervene. to bless, to heal, to strengthen and provide whatever the person is seeking from Him.

This is an expression of our love and care for all as the Body of Christ. The requests must be always sent to both Sue and Kathleen so that the prayer can be put on via email to all on the Stream ASAP (as coordinators, it means that whoever sees the request first would then send out, remembering too that some requests may be urgent).

We are always encouraged by any updates we receive, and it reminds us that those answers to prayers can be a powerful witness to others (especially to those who maybe don't know the Lord as yet) as we pray through perhaps some difficult times for them entrusting and acknowledging that the Lord is in charge. We would love to invite more friends to join us on the Prayer Stream (there are 28 of us) and if anyone feels in the coming days that they would like to find out more about this ministry please ask either Sue or Kathleen as we have copies of the guidelines for you to look over and ask the Lord if this is what He may be



calling you to do now or in the future. We are privileged and thankful that the Lord allows us to serve Him in this way.

### Communion Assistants Co-ordinator Report

Grace Bates

In 2024, we returned to the distribution of bread and wine separately. We have trained members of the PCC who have become part of our Communion Assistants team.

### Flower Report

Hazel Hassall

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

Clare Crossley

As well as the three flower beds around the church entrance we welcomed four new planters last summer. These were put in place to separate the parking area from the entrance. Andrew sourced them and set them up with bricks in the bottom and compost at the top. The bedding plants were generously donated by our church neighbours at number 26 and were colourful and jolly especially when joined by Andrew's seedlings from his drive which were huge waving *Verbena bonariensis*.

These containers were appreciated by visitors and congregation alike.

All was going well until it was realised the containers had no drainage and Hazel and Andy drilled drainage holes, letting out gallons of fetid, smelly water. The containers revived and the bedding was recycled around the three flower beds. The planters have winter flowers and shrubs in them now underplanted with spring bulbs. The flower beds continue to be carefully tended by Andy and Hazel, and they keep the perennial weeds at bay. Thanks to the hard landscaping work around the church, it is looking pretty good at the moment.

## Hospitality Report

Kathryn Knowles

The hospitality team prepares and serves coffee, tea and refreshments every Sunday before and after our 10:30 service. We work in pairs to share the task and make it more sociable. We are grateful to the extra people that help serve at the special services at Christmas and other festivals and events. Generally, on Sundays, people serve once a month, but Jenny likes to help every week, getting out the biscuits and squash and serving drinks. This year the dishwasher has been replaced in the kitchen with one that cleans the cups more effectively, and so we have stopped using disposable cups and are now using our church mugs again. We are still keen to encourage people to bring their mugs or travel cups and take them home to wash. We have 6 people on the team and several who are willing to help occasionally, but we really need 2 more pairs of helpers to run the team smoothly. It's a great way to get to know people in the church and there is plenty of support and training available. Please speak to Kathryn Knowles or email the church office if you are interested in joining the team. Many thanks.

## Pastoral

### Pastoral Care Report

Sue Duplock

Pastoral Care has always been a priority at St Mary's. We are working on building a new team of volunteers who would be able to help with Pastoral Visits especially since our old team disbanded and, with our ageing congregation, many of them are the ones we are visiting now!

We have created a Ministry Handbook, and when it is printed, all those who serve will have a copy which has really good and helpful information in it. We want everyone who serves to feel that they are valued and important. Without them, we wouldn't be able to do half as much.

We are looking at pastoral care within the different groups, congregation members might meet in e.g. Life Group, Tots and Dots, Welcome Team and how we can be a support to each other. We aim to ensure that every member of the St Mary's family will have someone(s) who is looking out for them and can report back to the Pastoral Team with any concerns.

It is always a joy to be able to share Home Communion with those members of our congregation who are unable to make it physically to church for one reason or another. This may be due to long term illness or disability or a temporary problem. Many of these are also unable to access the online service as computers may be beyond them. The number we need to offer this service to varies and we have seen a drop over the last year due to people moving into Nursing Homes as well as sadly dying. Currently we offer this to about 6 members of our congregation; we try to get to each of them monthly but this does prove difficult at times – some of them would love it more often. We also take Communion into Kingsclear once a month when about 8 people join us.

A faithful but sadly dwindling St Mary's group go into Kingsclear and Cambridge House once a month for a short service and always tea and a chat. We use a different theme each month and I like to think this time is precious for the residents and the visitors. Would you like to join us?

There is a lot that goes on behind the scenes regarding Pastoral Care. It's not uncommon to get phone calls from people who are in difficulty, unwell or distressed and need to talk to someone. In these situations it is really important for us to be proactive and ensure someone is able to get to them soon or talk to them on the phone. We also have various people who come into the church centre looking for some help and guidance and a friendly listening ear. This isn't always the best timing but as shepherds of Jesus's sheep, we feel it is both our job and an honour to be able to help them.

It's been both a joyful and a sad year. We celebrated together with Craig and Abbi as they got married in September and we welcomed Gianna and Winner in baptism to join our church family. We also had to say goodbye to some very special members of our congregation as they went to be with the Lord – Cyril Pavey, Betty Brake and David Nelson, they will be very much missed.

Sadly we also have to say goodbye to staff at times and last year we said goodbye to Phillippa as she went off to concentrate on her other responsibilities, but in her place we welcomed Braid and her selection of hats! It is a joy to have her along with Gwen in the office and she is working on getting us known to the wider community. Don't stand still or you might be videoed!

Caring for each other is at the heart of St Mary's and we would like to think that we show love and care to all who come into the church and centre whether church family, visitors or staff.

### **Welcome Team Report**

Melvyn Hayward

There are two welcomers on duty for Sunday services and services for special events. For events such as celebrations for funerals or Remembrance Day more than two may be required.

The role of welcomers is to welcome those attending and assist with those requiring flat access to the sanctuary. The rota is for welcomers to be on duty once a Sunday with an additional duty on each of the fifth Sundays in the year. They will also assist those leaving the sanctuary afterwards via the porch door.

As well as these duties, the welcomers will speak to any newcomers attending and find out as much information from them as will help St Mary's meet their needs about our activities.

Welcomers undertake Basic Awareness Safeguarding training. They also wear a badge with their name on and identifying that they are part of the welcome team. The team would welcome new members to have replacements if an existing member is unable to fulfil their

duties. New attendees often say that being greeted in the car park has made them feel welcomed.

### Care Homes

Sue Duplock

We have continued to visit both Kingsclear and Cambridge House Nursing Homes over the course of the year and our little group of volunteers has really enjoyed sharing some time of fellowship and then tea with them all. Sadly we have seen a number of members of the homes die over this period but also many new members have joined. Our highlight last year was the Christmas Service where we told the nativity story in the coffee area along with some great carol singing.

We visit Kingsclear on the second Sunday of the month and Cambridge House on the 2nd Monday and offer a short service. We are always looking for volunteers to come and join us so please do come and chat with Sue Duplock or Ruth Walker if you might be interested.

### St Mary's Cricket Club Report

Rodney Bates

This is very likely to be the last report of the cricket club as no fixtures have been played in the last two years and it is intended to wind up the Club. The only area of note was that we were very sad at the passing of Cyril Pavey who had been the lynchpin since the Club's first fixture in 1980. It is the current plan to distribute the remaining kit to local good causes, which we plan to do in the coming months. Our last fixture was the 40th anniversary match, which was an excellent celebration, and that would seem a positive, appropriate ending.

## Discipleship

### Children Report

Kathryn Knowles

During 2024 we have continued to worship all together on a Sunday morning with some themed activities on tables and an area for younger children around the sofas. The services usually have an action song or something interactive for those that like to sign or be more active in worship. We would love more families to attend regularly and be a part of our church family. All are welcome and included whatever age or stage - you are a child of God and a valued member of our church community.

### Youth Report

Katy Baker

The team that leads youth group on Monday evenings has grown, with different members of the congregation sharing their gifts and passions with the young people each evening. In particular we have been blessed with the support of the Camberley Youth for Christ intern Jade, who was given accommodation for the year with one of the members of St Marys. Jade's training at St Marys has brought fresh energy to the youth groups and services over this year.

We have trialled a new study focus for young people on Sunday mornings, where young people use a different space during the sermon to discuss and learn about the passage. This has led to young people choosing to stay with the congregation in the services and instead the services have included content that is accessible for everyone.

In July we celebrated the end of term by taking the young people into to Camberley for bowling and pizza. This event was a great invite opportunity for young people and has encouraged new young people to join the group.



FIGURE 1 END OF TERM BOWLING TRIP IN JULY

Over the summer young people from St Mary's joined with others from CYFC to go to Satellites, a week-long Christian camp for over 3000 young people in August. This year their camp had 40 young people from different churches across Camberley.

Starting in September the young people from St Mary's and the youth discipleship hub lead Youth Alpha. This was attended by 15-20 young people and it has been brilliant to see the confidence grow in our young people as they led discussions and prayed for one another.

Their leadership skills have expanded to our young people having active roles in planning and setting up Monday evening activities, including hosting a "Tea Party" with everyone invited wearing their best outfits and sharing cakes made by the youth. We look forward to more opportunities to walk alongside our young people and encourage them to grow in confidence.

### St Mary's Nursery Report

Sue Gauntlett, Manager



We were awarded an **OUTSTANDING** outcome by Ofsted.  
Our new website was launched.

We installed several outdoor wooden structures providing both shade from the sun and protection from the rain. These are funded by Deprivation funds. We received £500 ward councillor community fund grant to purchase the resources needed for the new construction area. We also received a £150 gift card from the Co-operative to provide healthy snacks for the children.

Visits from Trustees to celebrate Harvest and weekly story time. Review of our communication with parents on their child's development following feedback from parent questionnaire.

We have a high level of children with English as an additional language. Therefore, we invited the Early Years Effectiveness team to visit to ensure we offering all we can to support children with English as an Additional Language (EAL). We received a very positive report.

The nursery continues to be recommended by health professionals and parents to support children with additional needs. In July 2023 we had 14 children with SEND (Special Educational Needs and Disabilities) transition to school. Four children had Educational Health Care Plans in place.

Surrey Early Years have recommended the nursery to other providers to visit.

Safeguarding: Early years completed the Section 11 of The Children's Act safeguarding audit, for early years settings. We met all the criteria. The new annual 2023 Safeguarding and Welfare Audit was completed.

Ofsted's comments with regards to the nursery's safeguarding:

*The arrangements for safeguarding are effective.*

*There is an open and positive culture around safeguarding that puts children's interests first.*

Training: Three members of staff completed the Level 3 Diploma. The leadership team are all Designated Safeguarding Leads. All the team have updated their mandatory training as part of our best practice approach.

All Trustees have completed Working Together to Safeguard Children training.

Ofsted's comments on training:

*Managers and staff enjoy exceptional training opportunities.*

Supporting our children and their families: the nursery provides the government food vouchers for our most vulnerable and disadvantaged families. We implement the Early Talk Boost programme, which supports children with social and communication and language skills. The nursery gave generous harvest donations for the Besom food bank. This is our chosen charity for this year.

## Schools

Andrew Knowles

We continue to work within our local primary school, with a couple of assemblies and RE lessons. We are delighted to have had various classes visit St Mary's to learn more about Christianity, and one year group visited St Mary's. In the autumn term, we began a new initiative of blessing our schools with cake and messages of encouragement. We started with Kings International College, and delivered lots of cake at the end of term.

## Adult Small Groups Report

Kathryn and Andrew Knowles

We have 2 small groups that meet at St Mary's for worship, prayer and fellowship. We always start with cake and drinks and usually have a discussion and look at some questions based on the Sunday morning sermon series. The Wednesday evening group meets fortnightly and for the last few months has been studying the book of Romans. The Tuesday afternoon group meets weekly, but several members of the group have moved away or



stopped coming and we are looking to encourage more people to be a part of these groups. It is a really good way to get to know each other better, build friendships and be able to support each other through the highs and lows of life.

### **Bookstall and Library Report**

Carol Carter

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.

The Open Mind Club gives 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**

### **Food Poverty**

We work in partnership with Besom by our Besom Sunday (3<sup>rd</sup> Sunday of the month) food donations and by referring clients to them. We have a small emergency fund if needed.

### **Tots and Dots Report**

Kathryn Knowles

Tots & Dots is our Monday morning toddler group which meets in the hall during school term time from 9:30-11:00. Part way through the session we stop for a story and some songs and celebrate birthdays and other events. In Spring 2024 the group got bigger and bigger until it began to feel unsafe as people couldn't see their children or have proper conversations. We decided to limit the group to just parents and grandparents with their children and invited the childminders to meet on a different day. They now meet on a Tuesday morning.

St Mary's Nursery came to join us for a summer and Christmas special and we had an Easter happening which was open to the whole community.

We have recently re organised all the toys and equipment in the store cupboard at the end of the hall and have new shelving which makes set up and put away much easier.

We are very grateful to those who help to get out the toys and equipment every Sunday after church, it makes a huge difference to us all. We have a great team of people who welcome and serve the families every week and if you enjoy spending time with young children and being supportive and encouraging why not come along on a Monday morning to see Tots & Dots in action and think about joining the team.

Please pray for the families that attend, for friendships to grow and that we will have opportunities to share our faith. Thank you

## Mission Partners

Andrew Knowles

In 2023, we launched "**Besom Sunday**" on every third Sunday of the month to encourage regular food donations. We are pleased that this initiative has continued successfully, with an increasing amount of food being donated.

All our Christmas collections were dedicated to **The Children's Society**, supporting their vital work. We have also maintained contact with our **CMS Mission Partners**, and continue to pray for their work.

Additionally, we continue to engage with the **Bible Society**, making use of valuable resources such as *The Romans Course*, which supports our ongoing learning and spiritual growth.

We continue to support the work of **Tearfund** as one of the DEC charities, and value their faith encouragement resources, which we use from time to time.

## A Safer Church

### Safeguarding

(by Andrew Knowles and Tyrrell Brett)

At St Mary's, we are committed to ensuring that our church is a safe and welcoming place for all. Safeguarding remains a high priority, and we continue to follow best practices to protect children, young people, and vulnerable adults within our church community.

It has been a challenging year with many changes nationally and locally. Abbi Ruddock stepped down as our Parish Safeguarding Officer in the Spring Term and was replaced by Tyrrell Brett in the Summer Term.

#### Safeguarding Policies and Procedures

We adhere to the safeguarding policies and procedures set out by the Church of England and the Diocese. These policies are reviewed annually, and we ensure they are up to date with the latest guidance and legislation.

#### Safeguarding Team

Our safeguarding team consists of:

- **Parish Safeguarding Officer (PSO):** Tyrrell Brett
- **Deputy Safeguarding Officer:** Rosie Jones
- **Clergy Safeguarding Lead:** Andrew Knowles
- **Churchwardens:** Darren Duplock and Lesley Hall

They work together to oversee safeguarding matters, provide guidance, and ensure appropriate action is taken when concerns arise.

### **Training and Awareness**

All clergy, staff, and volunteers who work with children and vulnerable adults have completed the required safeguarding training. We have continued to promote safeguarding awareness throughout the church by:

- Ensuring all new volunteers complete the necessary safeguarding checks.
- Running refresher training sessions for existing volunteers.
- Regularly reminding the congregation about safeguarding responsibilities.
- We have an annual Safeguarding Sunday in November

### **Safe Recruitment and DBS Checks**

We follow the safer recruitment guidelines for all roles involving children and vulnerable adults. This includes obtaining DBS checks, taking references, and conducting interviews to ensure the suitability of volunteers and staff.

### **Responding to Concerns**

We have a clear process for reporting and responding to safeguarding concerns. Any concerns raised are managed sensitively, following the correct procedures, and in liaison with the Diocesan Safeguarding Adviser where necessary. In the past year, we have:

- Addressed safeguarding concerns.
- Taken appropriate actions in line with safeguarding policies.
- Provided pastoral support where needed.

### **Support for Vulnerable Adults**

St Mary's continues to provide a safe and inclusive environment for vulnerable adults, including those with special needs who are part of our church family. We have worked to ensure they feel welcomed, valued, and fully included in the life of the church.

### **Safeguarding in The Well and the Nursery**

- The Well, our Church Centre, adheres to safeguarding protocols for all community groups using the premises.
- The Nursery, as a separate charity, maintains its own safeguarding procedures but collaborates with St Mary's where appropriate.

### **New Parish Dashboard**

St Mary's has adopted the new Parish Dashboard introduced by the Church of England to enhance accountability and tracking of safeguarding compliance. This tool provides a clearer overview of our safeguarding responsibilities, training completion rates, and any outstanding actions required to maintain best practices. The dashboard enables us to monitor progress effectively and ensure transparency in our safeguarding commitments.

## Looking Ahead

For the coming year, we aim to:

- Further strengthen our safeguarding training provision.
- Review and enhance our safeguarding policies.
- Complete role descriptions and launch our Ministry Handbook
- To complete more tasks raised within the Parish Dashboard

## Conclusion

We are thankful for the dedication of our safeguarding team and the commitment of our church members in upholding a culture of safety and care. Safeguarding is everyone's responsibility, and we remain vigilant in protecting all who worship and engage with St Mary's.

## Health and Safety

(By Andrew Knowles)

**Consultant:** Mr. John Bradstreet (Health and Safety Consultant)

**Last Inspection:** April 2024

**Next Inspection:** March 2025

### Introduction:

At St Mary's, we are committed to providing a safe and secure environment for all staff, visitors, and members of our community. Health and safety is a top priority, not only to comply with legal requirements but also to ensure that everyone who interacts with our church and its facilities is protected from potential risks. Regular inspections and updates are essential to maintaining a safe space for all.

### Completed Actions:

1. **Fire Alarm Upgrade & Emergency Lighting Replacement** – Both systems have been fully upgraded to ensure compliance and safety.
2. **First Aid Training** – Additional staff members have received first aid training to increase on-site safety.
3. **Portable Appliance Testing (PAT)** – Quotation received and testing scheduled for 2025, following the disposal of outdated equipment.
4. **Safety Data Sheet** – All relevant safety data sheets have been updated to reflect current materials and equipment.
5. **Fire Aid Boxes** – These have been replaced and relocated to more accessible and visible positions throughout the premises.
6. **Asbestos Register** – The asbestos register has been updated in compliance with safety regulations.
7. **Gas & Electrical Safety Checks** – Both checks have been completed successfully, ensuring all systems meet current safety standards.
8. **Fire Door Installation (Kitchen)** – A new fire door will be installed in 2025 to enhance fire safety in the kitchen area.

9. **Shed Repairs** – Necessary repairs to the shed are scheduled for 2025 to ensure structural integrity.
10. **Back Gate Security** – A security number has been added to the back gate for emergency exit accessibility.

#### **Outstanding Actions:**

- **New Fire Door Installation (Kitchen)** – Scheduled for 2025.
- **Shed Repairs** – Scheduled for 2025.

We remain committed to ensuring the health and safety of all visitors and staff at St Mary's, and we will continue to monitor and improve our safety standards. Regular inspections and updates are vital in maintaining a safe environment for everyone who uses our facilities.

### **Data Protection**

(By Melvyn Hayward)

The Parochial Church Council of the Ecclesiastical Parish of Camberley St Mary is the organisation registered with the Information Commissioner's Office. The Registration reference is ZA065046; the registration commenced on 11 July 2014 and is renewed each year.

St Mary's has a Data Protection Policy and this is signed by employees. It also has a consent form which has been signed by those whose data is held by the church. In the autumn 2023, the Diocese of Guildford issued new guidelines on Data Protection; the Diocese recommends that Data Protection is on the PCC agenda at least once a year. A Privacy Notice has been drawn up and will be agreed by the PCC.

As part of this examination, an audit of what information St Mary's holds, who has access to it, and what safeguards are in place has been carried out. In addition, an examination of the data held about individuals was carried out to ensure that what is held is still required. All historical material is archived as arranged by Guildford Diocese with Surrey History Centre, 130 Goldsworth Road, Woking, Surrey GU21 6ND. The Data Protection implications for the Prayer Stream are being strengthened.

There have been no data breaches reported during the year and no requests from individuals for information about the data held about them.

### **Technology**

(By Mike Emery)

Technology supports many aspects of the work of St Mary's, including worship, administration, room hire and other events.

Our services are routinely enhanced with video clips, song words, liturgy, Bible passages, preachers' slides, and sound amplification, to ensure everyone can see and hear everything. We continue to provide a video relay of our main services, live on the day via Zoom, and subsequently recorded on YouTube. For those who join us this way, it is often

the only means by which they can participate in the life of St Mary's: it is their church. Operating all this takes a team, and thanks are due to Ian, Judith, Sandy, and Matt. More team members are always welcome – it's good fun and you'll be well trained!

We're not restricted to the Sanctuary – we have portable equipment so that sound and video can be presented anywhere in the church, including the car park for our Remembrance service.

This year, the diocese has equipped us with a free-standing donation device - a sort-of electronic collection tin - to allow visitors to make donations by card at any time.

We are always working to maintain and improve our website – often the first port of call for newly-arrived people.

2025's main challenge – financial and technical – will be to deal with Microsoft's retirement of the Windows 10 operating system. This will put most of our computers at security risk and, unfortunately, they cannot be upgraded. In addition, our visual presentation software (SongPro) may require replacement.

## Church Centre (The Well at St Mary's)

(by Gwen Mullins)

2024 brought many welcomed changes to St Mary's, one mainly being the change of name from 'The Centre' to 'The Well'. This has been recognised by having some new signage put up in our foyer, along with other new signs throughout The Well.

A great deal of hard work has gone into redecorating our foyer and w/c's. We also started work later in the year to completely refurbish The Oasis Lounge, which continued into the start of 2025. We are very excited to be able to start being able to use the new Lounge.

There was a lot of much needed work carried out to our driveway and car park. The parking lines were repainted, and we have had collapsible bollards to the two entrances of the driveway. We have also tried to deal with the problem of the drainage around the walls of the Church, by having an amount of gravel removed and replaced with shingle which should help prevent water getting to the walls causing possible damp.

We also found there was a mains water pipe at the side of the church that was leaking and causing a flood there. To get to the pipe we had to remove the old shed as the pipe was under it! This was finally completed and a lot of shingle laid over, which again will help with the drainage. We were very grateful for all the help from our church wardens and church friends that were able to help with the work. It certainly was 'all hands-on deck'.

The Well has continued to thrive, having lots of new groups requiring rental of our rooms. We have been very fortunate to have our regular visitors to The Well and always appreciate our new visitors.

We made the decision earlier in the year to allow our Davison Hall to be used for children's parties, and I have to say this has been a huge success.

During the year, we invested in a new dishwasher for our kitchen. This has been a blessing for us to use, as a wash takes only 4 minutes! Ideal for busy times when needed.

In September of 2024, my colleague Phillippa left our Church to enable her to extend her hours elsewhere. We had a lovely lady, Braid, join us. Braid is responsible for our newsletter, PR and lots of other things within the admin office. She has already made a huge difference in the office and is an absolute pleasure to work with.

## Building

*The year of 2024 has seen the following expenses being paid out for our building. The largest costs were:*

- *The refurbishment of the car park £12,771*
- *Drainage works £9,711.*
- *New signage £6,592*

<b>Utilities</b>	Water	1,598
	Electricity	6,861
	Gas	6,286
	Vicarage Water	722
		<hr/>
		15,467
		<hr/>
<b>Cleaning and waste disposal</b>		2,561
		<hr/>
<b>Repairs and Maintenance</b>	Fire alarms & Emergency lighting	3,387
	Carpark refurbishment	12,771
	Drainage works	9,711
	Electrical repairs	1,811
	Foyer refurbishment	1,886
	Signage	6,592
	Toilet repairs	590
	Sundry repairs including first aid kits	2,278
		<hr/>
		39,026
		<hr/>
<b>Building Insurance</b>		2,061
		<hr/>

## Cleaning and Caretaking

Cleaning is primarily undertaken by our caretaker, Grzegorz, along with a small team of helpers. Tyrrell has worked tirelessly to help us transition to Ecofriendly products that clean well.

If you can help once a month, please come and have a chat with Gwen in the Parish Office.



## St Mary's Building Overview

### What has happened in 2024?

---

We continue to work on the master plan created for us by our Architects, Purcell so that we can bring these proposals into reality. There has been a change in personnel as Kayleigh has moved on, and our new Architect at Purcell is Ellie Atherton, who is based in Oxford.

There are three areas of work: Repairs, Renewing and Net Zero Carbon.

#### Repairs:

- To prevent flooding at the side of the church – found mains water pipe leak.
- Repairs to the car park to keep it serviceable, improved white lines and protection measures for the church building.
- Repairs to the church roof – quotes obtained from three contractors – work deadline until 2025.
- Upgrades to our electrics as required by our Fixed Wire Testing
- Upgrade to our Fire Safety System

#### Renewals:

- Installation of a Defibrillator to the outside of the Well, donated by a local family
- Improvement to the Oasis Lounge: new windows and doors, new floorcovering and kitchen, upgrades to the electrics and lighting, new furniture and redecoration.
- Repainting of the Foyer and Toilets
- New directional signage and user-friendly signs to help visitors to get to know more about St Mary's
- Raised funds for new church chairs that are stackable and some with arms to increase accessibility (to be delivered in 2025)
- Replaced the glass washer for a commercial dishwasher.

#### Zero Carbon

- We got a grant for replacing some of the windows in the centre (in early 2025)
- Two energy audits – one by government agency and one by the Diocese
- Large grant application unsuccessful though we will apply to others.

#### Challenges for 2025

- Repairs: replacing the church roof and two boilers
- Renewals: to continue with the changes to the main entrance and completed the reordering of the church
- Net Zero Carbon: replace all lighting with LED and replace all single glazed windows in the centre with double glazed windows.
- We have the plans and now we need to raise the monies to realise the vision and complete the work.

## Financial Review

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

### Income:

Total incoming resources for 2024 increased by 16% from the previous year and amounted to £159,223 (£136,686). This income is all held as unrestricted funds.

Planned giving remains a vital part of our income £59,317 (£63,792), 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 £13,915 (£14,180). The best way to give financially to the ongoing life and work of St Mary's 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 2024 increased by 16% to £58,664 (£50,569). This is due to an increase in the number of groups which are renting rooms within the centre. We are expecting a similar level of income during 2025.

### Expenditure:

Total expenditure from unrestricted funds of £152,374 (£131,969) was used as follows: Ministry: £8,890 (£14,048), Parish Share of £42,000 (£59,658) – see additional note below on Parish Share expenditure. Staffing, Administration, Building maintenance and Utilities: £101,484 (£58,262)

Parish Share is the money given by the parish to the diocese, which is used to pay for our incumbent and central church costs. Parish Share for the full year increased by 3% from 2023 to 2024 and the amount requested by the Diocese from St Mary's was £82,073. However, due to cash flow constraints, a reduction in regular income from voluntary donations and an increase in costs; we have been unable to donate the amount requested by the Diocese in 2024. We have aimed to contribute an amount equivalent to the costs associated with having our own incumbent (salary, pension, housing), but have fallen short of contributing to some of the central costs of the Church of England.

### Net Result:

2024 has seen us end the financial year with a small surplus of £5,703 (£4,718).

St Mary's Church, Camberley  
Statement of Financial Activities for the year ended 31 December 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
<b>Incoming Resources</b>					
Voluntary Income	2(a)	96,625		96,625	82,955
Income from church activities	2(b)	60,813		60,813	52,948
Investment Income	2(c)	1,785		1,785	783
Total Incoming Resources		159,223		159,223	136,686
<b>Resources Expended</b>					
Grants	3(a)		280		
Ministry	3(b)	50,890	866	51,756	73,706
Staff, Building and Admin Governance costs	3(c)	101,484		101,484	58,262
Total Resources Expended		152,374	(1,146)	153,520	131,968
Net Incoming/(Outgoing) Resources		6,849	(1,146)	5,703	4,718
Balances brought forward 01/01/24		48,689	1,662	50,531	45,813
<b>Balances carried forward 31/12/24</b>		<b>55,718</b>	<b>516</b>	<b>56,234</b>	<b>50,531</b>

St Mary's Church, Camberley  
Balance Sheet as at 31 December 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
<b>Current Assets</b>					
Bank and Cash		13,168	516	13,684	2,105
Deposit accounts		39,190		39,190	56,224
Bookstall Stock		277		277	277
Tax Recoverable (Gift aid)					333
Other Debtors		19,640		19,640	5,363
		72,275	516	72,791	64,302
<b>Creditors</b>					
Accruals & Deferred Income		(16,557)		(16,557)	(13,771)
		(16,557)		(16,557)	(13,771)
<b>Total Net Assets</b>		55,718	516	56,234	50,531
<b>Analysis of Net Asset by Fund</b>					
	4				
Current Assets		72,275	516	72,791	64,302
Liabilities (falling due within 1 year)		(16,557)		(16,557)	(13,771)
		55,718	516	56,234	<b>50,531</b>

Revd Andrew Knowles

Approved by the PCC on:

## **St Mary's Church, Camberley**

### **Notes to Financial Statements for the year ended 31 December 2024**

#### **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:**

National Westminster Bank, 45 Park Street, Camberley, GU15 3PA.

CAF Bank Account, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

#### **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 2011.

##### **Current Assets**

Cash on deposit is held in an interest-earning account with CAF Bank.

##### **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.

##### **Movable 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.

### **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 capitalised cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

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

No depreciation is provided on the 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 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 with the CAF Bank.

## **Funds Policies**

**Restricted Funds** represent donations or grants received with a specified purpose attached to them. These funds can be used only for the specific purposes for which they were given. Any balances remaining unspent at the end of the year are carried forward as a balance on that fund. The PCC does not invest separately for each fund.

**Unrestricted Funds** are general funds, which are used by the PCC for everyday running costs which includes ministry, upkeep of the building, staffing and administration. The PCC may choose to consider some income as designated for a particular project.

### **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.

## **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 £55,719 (£48,869) unrestricted funds at the end of year (see Note 4.)

There is a need to build up reserves to cover on-going maintenance and unforeseen events and expenditure. A quinquennial inspection has taken place in 2023.

**Notes to the Financial Statements for the year ended 31 December 2024**

Notes		Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
2	<b>Incoming Resources</b>				
2(a)	<b>Voluntary Income</b>				
	Planned Giving:				
	Gift aid donations	57,720		57,720	58,568
	Other planned giving	1,597		1,597	4,224
	Gift Aid tax recoverable	13,915		13,915	14,180
	Collections (open plate)	3,964		3,964	708
	Other income and donations	5,969		5,969	2,930
	Grants & Legacies	13,460		13,460	2,345
		<u>96,625</u>		<u>96,625</u>	<u>82,955</u>
2(b)	<b>Income from Church Activities</b>				
	Church Centre Rents	58,664		58,664	50,569
	Children's activities	761		761	1,311
	Events and fundraising	7		7	-
	Bookstall	462		462	192
	Fees received	890		890	195
		<u>60,813</u>		<u>60,813</u>	<u>52,948</u>
2(c)	<b>Investment Income</b>				
	Bank Interest	1,475		1,475	1,151
	Dividends	311		311	312
		<u>1,785</u>		<u>1,785</u>	<u>1,463</u>
	<b>Total Incoming Resources</b>	<u><b>159,224</b></u>		<u><b>159,224</b></u>	<u><b>136,685</b></u>



Notes		Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
3	<b>Resources Expended</b>				
3(a)	<b>Grants</b>				
	Community Outreach		280	280	
3(b)	<b>Ministry</b>				
	Diocesan Parish Share	42,000		42,000	59,658
	Children and Youth	2,045		2,045	4,251
	Discipleship	1,539		1,539	951
	Outreach	2,611	866	3,477	5,745
	Pastoral	1,100		1,100	963
	Worship	1,301		1,301	1,837
	Bookstall	294		294	302
		50,890	866	51,756	73,706
3(c)	<b>Staff, Building and Admin</b>				
	Staff Costs	26,315		26,315	24,478
	Utilities	15,468		15,468	13,219
	Insurance	2,061		2,061	1,926
Notes	Cleaning & Waste Disposal	2,561		2,561	1,549
	Fabric Costs	39,027		39,027	8,457
3	Consultancy & Accountancy	10,952		10,952	2,078
3(a)	Communications, IT & Overheads	2,463		2,463	3,341
	Photocopier & Office Supplies	2,639		2,639	3,214
		101,484		101,484	58,262
3(b)	<b>TOTAL RESOURCES EXPENDED</b>	<b>152,374</b>	<b>1,146</b>	<b>153,520</b>	<b>131,969</b>

<b>Note</b>		<b>Balance at 1st Jan 2024 £</b>	<b>Incoming Resources £</b>	<b>Resources Expended £</b>	<b>Balance at 31st Dec 2024 £</b>
<b>4</b>	<b>Movements in Funds</b>				
	<b>Unrestricted Funds</b>				
	General Fund	47,680	159,117	151,939	54,858
	Designated – Fabric				
	Designated - Vicars Discretionary	761	100		861
	Designated - Youth Worker	428	7	435	
		48,869	159,224	152,374	55,719
	<b>Restricted Funds</b>				
	Community Outreach Fund	530		280	250
	Community Food Fund	1,132		866	266
		1,662		1,146	516
		<b>50,531</b>	<b>159,224</b>	<b>153,520</b>	<b>56,234</b>

## Independent Examiner's Report

### INDEPENDENT EXAMINERS REPORT TO ST MARY'S CHURCH CAMBERLEY FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2024

I report on the Accounts of St Mary's Church for the year ended 31<sup>st</sup> December 2024

#### Respective responsibilities of trustees and examiner

St Mary's Church is responsible for the preparation of the accounts. St Mary's Church consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my 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 my attention

#### Basis of independent examiner's statement

My 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 church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and the seeking of explanations from you as St Mary's Church concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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 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.

Susan Keane FCA  
Fuller Spurling  
Chartered Accountants & Statutory Auditors  
Mill House, 58 Guildford Street  
Chertsey  
Surrey  
KT16 9BE



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