

**Report of the Independent Examiner to the Parochial Church
Council of St John the Evangelist, Dormansland**

Charity Number 1127745

I report on the financial statements of the Parochial Church Council of St John the Evangelist, Dormansland, for the year ended 31st December 2023 which are set out on pages 2 to 5.

Respective responsibilities of the Council members and Examiner

The Charity's Council members are responsible for the preparation of the financial statements, and they consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b)) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from the Charity's Council members 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 financial statements 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 give 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 financial statements did not accord with the accounting records; or
- the financial statements did not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



R J E Bamford, FCA
Chartered Accountant

Dated: 14 March 2024

9 Peter Avenue
Oxted
Surrey
RH8 9LG

	Unrestricted Funds		Restricted Funds	Total 2023	Total 2022
	General	Designated			
	£	£	£	£	£
Receipts and Payments Account					
Receipts					
<i>Voluntary Receipts</i>					
<i>Regular Giving</i>					
Planned Giving	28829			28829	29599
Collections and other giving	3291			3291	2979
Income tax recovered	9853			9853	8674
<i>Other voluntary receipts</i>					
Donations (notes 2 & 6)	5335	779	3200	9314	31147
Legacies		6000		6000	2500
Grant for upkeep of churchyard (notes 2 & 6)		1000		1000	4000
<i>Receipts from activities for generating funds</i>					
Village Voice- donations and adverts (note6)		3944	1765	5709	3757
Letting the Parish Room & Centenary Room	10922			10922	11101
Fundraising and Appeals (notes 3 & 6)	3644		301	3945	4960
<i>Receipts from church activities</i>					
Fees for weddings and funerals	12215			12215	12890
<i>Receipts from investments</i>					
CBF deposit account interest	3140			3140	550
Total Receipts	77229	11723	5266	94218	112157
Payments					
<i>Church activities</i>					
Diocesan parish share	45000			45000	44000
Church running expenses	16978	779		17757	15021
Clergy expenses	4909			4909	5304
Cost of services	4616			4616	3222
Maintenance of buildings and organ	6976			6976	8161
Printing, stationary and computer	1075			1075	1139
Printing the Village Voice	10	3944	2172	6126	5544
Maintenance of Parish Room	5129	7220	1254	13603	4693
Maintenance of churchyard	5360	1000		6360	6452
Charitable giving (note 4)	3459		301	3760	5138
<i>Cost of generating funds</i>					
Cost of fundraising	353			353	152
Total Payments	93865	12943	3727	110535	98826
Excess of payments over receipts (2022 surplus)	-16636	-1220	1539	-16317	13331
Cash funds at 1 January 2023	16719	91645	1814	110178	96847
Cash funds at 31 December 2023	83	90425	3353	93861	110178

	Unrestricted Funds		Restricted Funds	Total 2023	Total 2022
	General	Designated			
	£	£	£	£	£
Cash Funds					
Nat West Bank current account	74	11059	0	11133	37629
CBF Deposit Funds	0	79366	3353	82719	72540
Petty Cash float	9	0	0	9	9
Total cash assets	83	90425	3353	93861	110178
Other Monetary Items					
Income Tax Recoverable for 2023	8400	0	0	8400	9300
Other Assets					
Chalice	1200	0	0	1200	1200
Collator	1	0	0	1	1
Boiler	543	0	0	543	1086
Cooker	14	0	0	14	29
Hand dryers	56	0	0	56	111
Blinds	120	0	0	120	240
AV Equipment	0	0	0	0	0
	1934	0	0	1934	2667
Liabilities					
Other Liabilities	0	0	0	0	0

The attached notes on pages 4 and 5 form part of these financial statements

The Financial Statements on pages 2 to 5 were approved by the Parochial Church Council on 14 March 2024 and are signed on their behalf by:

The Reverend Nigel Hinton (Chairman)



David Jessup (Honorary Treasurer)



1 Accounting Policies***Basis of Accounting***

The Financial Statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006, as amended by the provisions of the Charities Act 2006 using the Receipts and Payments basis with items recognised at cost or transaction value and in accordance with applicable accounting standards.

2 Donations***Restricted Donations***

	2023	2022
	£	£
Grant for the production of the Village Voice	3000	250
Cutler Memorial Trust for the production of the Village Voice	1000	0
Other donations for the production of the Village Voice	765	0
Grant from Dormansland Carnival re Village Voice and Messy Church	200	0
Donations for development of a quiet reflection area in the churchyard	0	1000
Personal donations for repairs to the Centenary Room roof	0	200
	4965	1450

Donations designated by PCC

	2023	2022
	£	£
Funds from Friends of St Johns on their ceasing to be a separate registered charity (note 6)	0	21645
Dormansland Parish Council Churchyard grant	1000	4000
Lingfield United Trust grant re warm hub (2022 other re warm hub)	779	500
Personal donation re energy costs	0	500
Grant from Diocese re energy costs	0	1400
	1779	28045

3 Fundraising and Appeals (gross income)

	2023	2022
	£	£
Fundraising and social events	734	1041
Bishop's Lent Appeal (2023 circumstance prevented)	0	125
Harvest Appeal	288	356
Haig Fund - Remembrance Day	301	240
Christmas Appeal to include Christingle collections	1357	1303
Floodlighting Appeal	1265	10
Ukraine Appeal	0	1885
Total	3945	4960

4 Charitable Giving

	2023	2022
	£	£
Rotary End Polio Now Project	300	0
Rotary Shelter Box Project	300	0
Ukraine relief projects, local and national	0	2408
Bishops Lent Appeal	0	125
Haig Fund (Remembrance)	301	240
Local need project in Dormansland	195	1000
College of St Barnabas	120	0
Tearfund	288	0
Education India	300	0
The Sheiling Trust	315	0
CHOPS Poland	250	0
<i>From Christmas Appeal and Christingle collections:</i>		
Children's Society (2023 and 2022)	174	175
Welcare (2022 Sullivans Heroes)	609	595
Archbishops Appeal re Gaza (2022 Salvation Army)	608	595
	3760	5138

5 Emoluments, Fees and Honoraria paid to members of the PCC, their related parties and others.

	2023	2022
Organists and musicians, including temporary organists	£2,960	£1,780

None of the above payments were to members of PCC and all were for services to PCC. There were no other payments to PCC members or their related parties except for reimbursement of Parish expenditure incurred in the course of their normal duties.

6 Funds**Designated Funds**

These funds are general funds which have been designated by the PCC for the particular purpose shown. These funds remain unrestricted and the PCC will move any surplus to other general funds as deemed appropriate.

	Church Building Improvement	Parish Room Maintenance	Churchyard	Energy related Donations & grants	Friends of St Johns	Village Voice	Total
At 1 January 2023	50000	20000	0	0	21645	0	91645
Income--Donations	0	0	1000	779	0	0	1779
Income--advertising revenue	0	0	0	0	0	3944	3944
Income --legacy	0	0	0	0	6000	0	6000
Expenditure in the year	0	3000	1000	779	4220	3944	12943
At 31 December 2023	50000	17000	0	0	23425	0	90425

The Church Building Improvement and Parish Room Funds comprise cash designated for future improvements.

The Churchyard fund is specifically for maintaining the churchyard grounds and surrounds

During the year, grants and donations were received to help the church in a time of high energy costs. These were designated by the PCC for use in setting off against energy bills

A legacy of £6000 was received in the year and designated to the Friends of St Johns Fund

The Friends of St Johns Fund is for use in funding projects in the nature of those traditionally funded historically by The Friends of St Johns. These comprise identifiable improvements and essential repairs to the fabric of the church

Advertising revenue received for the Village Voice publication is designated for use on publication costs

All the reserved amounts above are set by the PCC and are reviewed annually.

Restricted Funds

These funds comprise revenue donations or grants for a specific use or activity intended by the donors

	Mrs J Rever Parish Room Fund	Messy Church	Covid Relief	Village Voice	Bishops Lent Appeal	Ukraine Appeal	Haig Appeal	Total Restricted Funds
	£	£	£		£	£	£	£
At 1 Jan 2023	1254	0	483	0	0	77	0	1814
Income**	0	100	0	4865	0	0	301	5266
Expenditure	1254	0	0	2172	0	0	301	3727
At 31 Dec 2023	0	100	483	2693	0	77	0	3353

****Arising from donations plus Fundraising and Appeals**

The Mrs J Rever fund is for improvements and major maintenance work at the Parish Room

The Messy Church Fund is to support the revival of Messy Church post Covid

The Covid Relief fund remains available for use, re local needs, notably in respect now of long term Covid impacts

The residual Ukraine Appeal fund remains available to support initiatives re Ukrainian people seeking refuge locally

St John the Evangelist, Dormansland
Annual Report of the Parochial Church Council
For the year ended 31 December 2023

Reference and Administrative Details

The Parochial Church Council of St John the Evangelist, Dormansland ("the PCC") has the responsibility of co-operating with the incumbent, the Reverend Ian Whitley and with the Associate Vicar, the Reverend Nigel Hinton, in promoting the ecclesiastical Parish of Dormansland in the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The Parish is joined with that of Lingfield to comprise a United Benefice. It is a charity registered with the Charity Commission in England and Wales, registration number 1127745. The address for correspondence is St John's Vicarage, The Platt, Dormansland, Surrey, RH7 6QU.

The attached financial statements are prepared under the Church Accounting Regulations 2006 using the Receipts and Payments basis with items recognised at cost or transaction value unless otherwise stated and in accordance with applicable accounting standards.

Structure, Governance and Management

Members of the PCC are the managing Trustees of St John's and therefore have the responsibility of Charity Trustees. They are either ex officio or elected by the Annual Parochial Church Meeting ("APCM") in accordance with the Church Representation Rules and a list of those can be found in the minutes of the APCM held on 23 April 2023. These minutes are attached to the report accompanying these financial statements. The PCC members who served during the year were:

<p><i>Ex officio</i></p> <p>The Reverend Ian Whitley (<i>Incumbent</i>)</p> <p>The Reverend Nigel Hinton (<i>Associate Vicar</i>)</p> <p><i>Members elected for specific roles</i></p> <p>Clive Cobby (<i>Church Warden</i>)</p> <p>Raymond Daines (<i>Church Warden</i>)</p> <p>Jackie Harrison (<i>Deanery Synod</i>)</p> <p>Helen Lee (<i>Deanery Synod, elected 23 April 2023</i>)</p> <p>David Jessup (<i>Treasurer</i>)</p>	<p><i>Other elected Members</i></p> <p>Peter Bedingfield</p> <p>Susan Calamassi (<i>resigned 23 April 2023</i>)</p> <p>Katherine Cobby</p> <p>William Davies</p> <p>Vanessa Gemmel</p> <p>Jack Goldsmith (<i>elected 23 April 2023</i>)</p> <p>Ann Mackie (<i>resigned 23 April 2023</i>)</p> <p>John Pordum</p> <p>Tracy Roberts (<i>appointed 1 June 2023</i>)</p> <p>Rosemary Williams</p>
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The full PCC meets at least six times during the year. The process for appointment of PCC members is set out in the Church Representation Rules and they are elected by those members of the congregation of St John's who are on the electoral roll of the Church. They are responsible for making decisions on all matters of general concern and importance to the Parish including decisions on how the funds of the PCC are to be spent.

Objectives and Activities (including Public Benefit)

The PCC is committed to enabling as many people as is possible to worship at the Church and to become part of the community at St John's. The PCC maintains an overview of Anglican worship throughout the Parish and makes suggestions on how it services the many groups that live within it. Services and worship put faith into practice through prayer and scripture, music, and sacrament.

When planning activities for the year, consideration is given to the Charity Commission's guidance on public benefit and in particular, the supplementary guidance on charities for the advancement of religion. This is enabled through worship and prayer, provision of pastoral care as well as missionary and outreach work.

Financial Review

The results for the year reflect broadly a similar level of activity to 2022.

At the start of the year, the PCC anticipated a deficit in the order of £10,000. The actual outturn for the year produced a deficit of close to £17,000 on general funds.

That was down to several factors, rather than any one event. The cost of two heaters and roof repairs at the Parish Room amounted to c. £6,000. Overall, less was received in grant funding than in previous years, reflecting difficult times financially for all. However very generous gifts have been received towards printing costs of publication of the Village Voice, including an individual sponsorship donation of £3,000, from a donor requesting anonymity. There was also generous support for the Floodlighting Appeal and we were grateful to receive a legacy of £6,000.

The underlying year-to-year deficit situation remains. A substantial proportion of the recurring income is still vested in regular giving from disproportionately few people. Sadly, as people pass on, the regular planned giving, which is our main source of income, needs to be replenished. Ultimately that must come from less senior members of the church. One focus for 2024 must continue to be to encourage additional new younger members to join St Johns and contribute regularly to the costs of running the church. PCC are grateful to all parishioners who join one of our regular giving schemes.

A new Mission Action Plan is being formulated and will be rolled out in 2024.

The PCC is grateful to a number of loyal and generous supporters. In addition to the generosity of individual church members, we acknowledge the long-term commitment and work in supporting us to date and in the future from

- Dormansland Parish Council
- Tandridge District Council
- Surrey County Council
- Dormansland Carnival Committee
- Diocese of Southwark
- Lingfield United Trust
- The Cutler Memorial Trust

Income from the Parish Room was steady in 2023. Notably Little Chums run a pre-school successfully. We are grateful to Anne van Vliet for managing the bookings and collection of hiring dues.

The income generated by Village Voice is also steady. Thanks are due to Roz Daly for co-ordinating advertising income. We are also grateful to Annie Robinson for excellent editorial support, as well as Annie's work in managing our website. We also thank En-Route for printing and the distribution team for their work. We have a steady income from hiring out the Centenary Room and our thanks go to Ellie Lester for managing bookings there.

Our thanks also go to individuals who in recent years have funded our new quiet reflection area in the churchyard, with its wonderful views over the Surrey Downs. Many have enjoyed this facility in 2023.

Capital Commitments and Future Developments

At 31 December 2023, the PCC had no major commitments, contracted or otherwise for improvements or maintenance. That said, 2024 will bring its normal challenges for repairs' including any expenditure arising from our normal 5 yearly electrical inspection.

Reserves Policy

The PCC is committed to a policy of retaining sufficient free reserves in order to be able to sustain continued activities in the event of any unforeseen temporary reduction in income or unexpected major expense. At 31 December 202 this requirement for free reserves was approximately £20,000 (2022 £20,000). It is estimated as 3 months normal expenditure which is in accordance with PCC intent and adopted policy. Free reserves at 31 December 2023, together with designated reserves which can be redeployed if needs be, exceeded £90,000 (2022 £108,000).

Continued Operations

The cash results for the last two years are not entirely satisfactory with respect to normal day-to-day activities. In recent years exceptional items have limited the impact on the overall results of recurring deficits. PCC are taking actions to minimise future deficits. There are significant reserves to absorb deficits, but it is important to return to recurring surpluses and hence secure a long-term sustainable situation.

The PCC will continue to focus on further integration with community activities in the village of Dormansland, in order to attract additional church attenders and also those interested in engaging with its wider activities, with the objective of continually striving to become more relevant.

The PCC encourage any attenders at church who are not already members of one of the planned giving schemes to consider joining one and, where possible, to do that under Gift Aid provisions. These provisions enable recovery of 25% of amounts donated from HMRC at no cost to the donor. During 2024, we shall continue to encourage regular donors to migrate their existing standing orders to the Parish Giving Scheme. The PGS eases administration and facilitates keeping regular contributions up to date.

The PCC is not aware of any concerns that might impact the Charity's ability to continue operating in normal fashion for the foreseeable future.



David Jessup FCA Honorary Treasurer to the PCC
14 March 2024