# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER, WOKING

England & Wales · Charity number 1127922

## Details

| | |
|---|---|
| **Other names** | THE PCC OF WOKING ST. PETER'S |
| **Status** | Registered |
| **Legal form** | Previously excepted |
| **Registered** | 2009-02-05 |
| **Register** | View on the Charity Commission register |

## Contact

| | |
|---|---|
| **Address** | Parish Office<br>Church Street<br>Old Woking<br>Woking<br>Surrey<br>GU22 9JF |
| **Phone** | 01483755852 |
| **Email** | admin@stpeterwoking.org |
| **Website** | www.stpeterwoking.org |

## Activities

**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** Promotes the whole mission of the Church of England within the parish of St. Peter Woking both pastoral, evangelistic, social and ecumenical.

## Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

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## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL
- Surrey

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2024-12-31 | £183,307 | £180,723 | - | - |
| 2023-12-31 | £198,017 | £188,108 | - | - |
| 2022-12-31 | £160,128 | £164,349 | - | - |
| 2021-12-31 | £143,587 | £160,899 | - | - |
| 2020-12-31 | £172,938 | £170,605 | - | - |

## Trustees

| Name | Role | Appointed |
|---|---|---|
| **REV Jonathan Mark Gutteridge Thomas** | Chair | 2014-05-07 |
| Alison Heather Cole | | 2024-04-28 |
| Andrew Mark Holcombe | | 2025-05-04 |
| Anthony Morton | | 2022-03-28 |
| Brenda Joyce Collard | | 2019-06-19 |
| Celia Jane Murray | | 2024-04-28 |
| Jacqueline Still | | 2025-05-04 |
| Kay Dodds | | 2021-04-28 |
| Lesley Ada Dixon | | 2024-04-28 |
| Louise Jane Webb | | 2022-06-21 |
| PAULINE MARGARET WILDE | | 2017-05-25 |
| Patrick Chapman | | 2024-04-28 |
| RACHEL ELIZABETH JOHNSON | | 2012-05-18 |
| Rev Lucy Elizabeth Bush | | 2024-04-28 |

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER, WOKING**

England & Wales - Charity number 1127922

# Accounts

Parish of
# St Peter Woking
St Peter's · St Mark's · All Souls'

# ANNUAL REPORT of the PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS (in separate booklet)

**For the year ended 31 December 2024**

**Vicar**
Revd. Jonathan Thomas
The Vicarage
66 Westfield Road
Woking
Surrey
GU22 9NG

**Bankers**

*St Peter's and St Mark's*
Santander Bank
Bridle Road,
Merseyside
GIR 0AA

*All Souls'*
Barclays Bank
Church Street East
Woking
Surrey
GU21 6AE

**Independent Examiner**
John Withrington

**PARISH CHURCH**
St Peter's, Old Woking

**DISTRICT CHURCHES**
All Souls', Sutton Green
St Mark's, Westfield

# ANNUAL REPORTS FOR 2024

## Introduction

The Parochial Church Council (PCC) is a Charity which has been registered with the Charity Commissioners since 2009. The Charities Act 2011 regulates the way in which the PCC must report to its local congregation and the public at large. The report and accounts for 2024 are presented in a format that complies with the requirements of the Charities Act 2011.

## Parish Aims and PCC organisation

Our purpose is to make disciples of Jesus Christ in the Parish of St Peter, Woking, to worship him and to support our mission partners in their disciple-making ministries.

The PCC co-operates with the clergy in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the financial affairs of the church, and for the maintenance and insurance of:

- The three churches and their contents
- The St Peter's Church Centre and its contents.

The PCC meets at least four times a year and is assisted by a considerable amount of committee work, particularly with regard to the day-to-day business of the district churches.

All the statutory disclosure information and details of the various committees are set out on page 2 of this report.

## The Accounts

The consolidated accounts of the parish, having been examined by the Independent Examiner, have to be approved by the PCC and then presented to the Annual Parochial Church Meeting. The format of the accounts set out on pages 2 to 10 of the separate booklet conforms to the provisions of the Charities Act 2011 and the Church Accounting Regulations 2006. The combined income of the parish has exceeded the threshold of £100,000, and therefore the accounts have been prepared on the accruals basis, in accordance with the regulations laid down by the Charities Act 2011.

Receipts and payments are analysed into Restricted Fund activities and Unrestricted Funds. Restricted Fund income relates to a specific purpose. Unrestricted funds are those that the PCC can allocate as they consider appropriate.

## STATUTORY DISCLOSURES:

### Membership of the Parochial Church Council (PCC)

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting or the Annual District Church Meetings in accordance with the Church Representation Rules, or co-opted to the Council by the vote of its members. During the year the following served as members of the PCC:

### PCC MEMBERS SERVING JANUARY – DECEMBER 2024

| | | |
|---|---|---|
| Priest in Charge | Rev'd Jonathan Thomas | |
| Ordained Local Minister | Rev'd Rachel Johnson | |
| Curate | Rev'd Lucy Bush | |
| Churchwardens | Pauline Wilde<br>Mark Lempriere<br>Rosemary McCrum | <br>To 28 April 2024<br>From 28 April 2024 |
| Elected members | Rosemary McCrum | St Mark's representative |
| | Brenda Collard | St Peter's representative |
| | Caroline Harvey | St Peter's representative |
| | Brenda Cox | St Peter's representative to 28 April 2024 |
| | Celia Murray | St Peter's representative from 28 April 2024 |
| | Kay Dodds | St Mark's representative & PSO |
| | Patrick Phillipps | All Souls' representative to 28 April 2024 |
| | Patrick Chapman | All Souls' representative from 28 April 2024 |
| | Geoff Pugh | Deanery Synod representative |
| | Jenny Jones | Deanery Synod representative to 28 April 2024 |
| | Anthony Morton | Deanery Synod representative |
| | Lesley Dixon | Deanery Synod representative from 28 April 2024 |
| Co-opted members | Louise Webb | Parish Treasurer |
| | David Wilde | PCC Secretary to 25 June 2024 |
| | Alison Cole | PCC Secretary from 25 June 2024 |

### Committees

Standing Committee

This is the only committee required by law. It meets, as necessary, to transact the business of the PCC between meetings, subject to any delegated responsibilities made by the PCC.

The following committees are sub-committees of the PCC:

St Peter's Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Peter's Church, Old Woking.

All Souls' District Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to All Souls' Church, Sutton Green.

St Mark's District Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Mark's Church, Westfield.

Finance Committee

This committee meets two times each year to facilitate the financial affairs of the parish and the consolidation and presentation of the parish accounts.

### Church Employees

There was one paid employee of the PCC – Caroline Harvey, Parish Administrator.

**Occasional Worship Leaders and Preachers**
There are 8 Occasional Worship Leaders – Geoff Pugh, Jacquie Still, Caroline Harvey, Rosemary McCrum, Mark Lempriere, Patrick Phillipps, Paul Stanistreet and Clive Boyle and 5 Occasional Preachers – Geoff Pugh, Jacquie Still, Paul Stanistreet, Andy Holcombe, and Mark Lempriere.

# Reports


| 1. | **PARISH REPORTS** | page |
|---|---|---|
| | Vicar's Report | 3 |
| | Children and Families Ministry Report | 5 |
| | Parochial Church Council of St. Peter, Woking – Treasurer's Report | 6 |
| | Missions Giving 2024 | 6 |
| | Financial Statements as of 31st December 2024 – (see separate booklet) | 6 |
| | Parochial Church Council of St. Peter, Woking – Secretary's Report | 7 |
| | Churchwardens' Report | 7 |
| | Electoral Roll Report | 8 |
| | Deanery Synod Report | 8 |
| | Pastoral Team Report | 9 |
| | Parish Safeguarding Officer's Report | 9 |
| **2.** | **ST PETER'S REPORTS** | |
| | Life at St Peter's Report | 10 |
| | Premises Report | 11 |
| **3.** | **ST MARK'S REPORTS** | |
| | Life at St Mark's Report | 11 |
| | Premises Report | 12 |
| **4.** | **ALL SOULS' REPORTS** | |
| | Life at All Souls' Report | 13 |
| | Premises Report | 13 |


## 1. PARISH REPORTS

### VICAR'S REPORT

I always want to keep my report short, because I know those reading it appreciate brevity, but it is hard when there is so much to celebrate and reflect on in our busy parish. In case you don't get to the bottom of this report I want to start by thanking all of you who worship in our churches for your faith, faithfulness, love and service to God that enable all the things I mention below to have happened. I truly feel very blessed to be your vicar, you make things easy for me (or as easy as can be for my role!)

**People**

Church is the people of God so here are few highlights for us this year:

- Lucy and Rachel being ordained as priests. There was a marvellous service at Guildford cathedral which many attended followed by a great celebration afterwards at St Mark's. It is lovely for me to share priestly ministry with these two wonderful and gifted ministers.
- Louise Morales of St Peter's became Mayor of Woking this year with Lucy as her chaplain and we had a lovely more informal Civic Service at St Peter's in June.
- Caroline Harvey began training on the Foundations in Ministry Course, specialising in leading sung worship and Jacquie Still started her final year of the same course. Both are growing in many areas of ministry and are a delight to have on our team.

- Sam Fisk, a then trainee Licensed Lay Minister from St Mary's Byfleet, did a placement with us in Spring, bringing her warmth and enthusiasm to us in her ministry. It has been lovely to keep up that relationship with Sam since her placement.
- It has been lovely to see a good number of people of all ages joining our churches in 2024 and we continue to pray for more to encounter God through our worship and ministries.

**Church Development Plan**

This helps us focus on where we believe God is calling us to grow and we made some great progress this year:

- Beginning of a community garden at St Mark's. Lucy has led this project with support from within and outside the church. We created a bug hotel, developed the woodlands and had a great day with many from the community planting fruit trees and hedging. And much more is progressing in 2025.
- We ran a giving campaign in February with Rev David Senior from the diocesan Mission Enabler team speaking at each church on generous giving. It saw our Regular Giving increase by almost 10% in the year and we are grateful to all who responded. I hope you can see from this and the other reports the impact your financial giving has and enables us to do for God
- We ran our first ever Being With course for people wanting to explore the Christian faith. We had 10 people on the course which was really valued and led to a baptism and a smaller group continuing afterwards
- We modified our service structure to start up Wild Church, an outdoor afternoon service at St Mark's, as well as add an extra communion service every month to St Peter's and restart Morning Worship at St Peter's on 4th Sunday with Energise moving to the Church Centre. We had some lively discussions at our Church Council Meetings, but moved together with a good spirit. We had some great times creatively exploring God through nature at Wild Church, but numbers were not as high as we hoped. The rest of the changes seem to have worked well.
- In the autumn we began the next round of the Parish Needs Process, whereby a Mission Enabler, Mat Ineson, from the diocese spent time helping us look at our needs and develop an updated Church Development Plan for 2025.

**Outreach**

We continue to serve and bring God's love our community in many ways:

- We offered refreshments to the 1000 or so people who came to vote at St Peter's for the General Election, having some excellent conversations and increasing the visibility of our ministry
- Our one off outreach events throughout the year continue to draw many people and lead to some great conversations and missional opportunities. These include Pancake Café, Community Garden Party, Light Beacon, Christmas Tree Festival and concerts such as Opera Anywhere's 'Mikado' and the extremely popular Harry Baker.
- Tots and Refresh Café continue to be popular and valued by the many who attend
- Connections Café, Craft and Chat and Bereavement Group draw in many people who don't worship with us on a Sunday, but who really appreciate the friendship, support and activities
- Our special services at Easter, Christmas, St George's Day, All Souls' Day and Remembrance Sunday bring many from our community into our churches who value these times in their own spiritual lives.

**My Sabbatical**

I was privileged to enjoy a 3-month sabbatical between August and October knowing I was leaving the parish in good hands and grateful for everyone who took on extra responsibility during

that time especially Pauline, Rosemary, Lucy, Rachel and Caroline. Highlights for me were:

- Spending 2 weeks in Uganda, firstly with our CMS Mission Partners Sarah and Simon Cawdell and getting a real understanding of their powerful ministries, and then with former curate Sam Waako's family who were an inspiration and gave me great encouragement to see how the church is growing in Uganda
- Enjoying a 3 day pilgrimage in the Guildford Diocese with clergy colleagues from the diocese and from Viborg in Denmark
- Having time to read the whole New Testament, pray, study and spend time deepening my relationship with God
- Being able to go away for weekends with Sarah like normal people!
- Returning to find the parish in good heart and me refreshed and raring to get back to ministry

There is so much more I could say about 2024, including all the regular services that take place and there are many people I could thank, but I'll save that for the APCM, so please come along. But my greatest thanks of all goes to Jesus who continues to nourish, sustain and inspire me, and I hope all of us.

*Jonathan*

## CHILDREN'S AND FAMILIES' MINISTRY

Sunday School at St Peter's has continued to run twice a month, led by Louise and Rachel with support from Katie, Eliot, Simon and Caroline. The highlight was a wonderful Nativity Play with 9 children aged 2-14 taking part. During the last year we have had 13 children from 9 families attending although attendance is erratic with anywhere from 1 to 8 children coming on any given week. Most children are under 8 but there are some older children so it remains a challenge to reach children on their level but the small size means there is space for every child to know they are loved and valued. Energise continues to attract younger families coming for baptism and we have introduced new materials and processes to help families explore their faith as they prepare for baptism.

Refresh Cafe has gone from strength to strength with a wonderful, expanded team of volunteers serving fortnightly and many new families continuing to attend. We have extended the session by 45 minutes for "Refresh Extra", a space for secondary school children to come after school. We have a small but steady number of 11–14-year-olds attending, eating toast, enjoying milkshakes and games, and we are hoping to encourage deeper conversations about life and faith as we continue to get to know each other.

Tots is remaining popular, especially with parents increasingly finding it difficult to find cheap activities to do with small children. The team of volunteers are dedicated and work excellently together to deliver this important service for young families and carers. Our church youth group is low in numbers, but new volunteers have made it viable for now, and the young people enjoy having their own space to explore faith.

With some volunteers having stepped down this year, we were prompted to run a JOIN campaign to highlight the importance of our ministry with children and families and to encourage new volunteers to come forward. We were delighted by the response to this – we now have new volunteers in place in various different roles, with more on the way. This has been a great encouragement to us and puts us in a strong position to continue to grow this work.

*Rachel and Lucy*

## PAROCHIAL CHURCH COUNCIL OF ST. PETER WOKING – TREASURER'S REPORT

Unrestricted income was £163,453 and expenditure was £164,930 giving an overall deficit of £1,477 in 2024, compared to a surplus of £4,748 in 2023. However, this was significantly better than the budgeted deficit of £12,103 at the start of the year and we are grateful to all who have given generously in 2024 and helped in other ways to increase our income.

Main points to highlight for 2024 are as follows:

- A continued reduction in cash collections and Mission Giving compared to 2023 and previous years, but offset up a good increase in Regular Giving (Gift Aid and non-Gift Aid) from £75,158 to £81,598 which is very encouraging
- £5,165 increase in unrestricted lettings due to more lettings at St Mark's and of St Peter's church and increasing some of our rates
- £2,486 reduction on fees, due to their being a small number of funerals and weddings in 2024
- Most expenses were in line with 2023 but a full year's clergy housing costs which were budgeted for were higher than the 7 months paid in 2023.

The PCC received a legacy of £5,000 from the will of the late Mrs Olive Park which was put into St Mark's Designated Fund.

The St Peter's designated fund expenditure of £10,116 included planned expenditure on repairing and repainting the church centre windows and a downpayment on the new sound system to be installed in early 2025.

Construction work to create the Chancel Open Space was carried out and completed in 2023, with the final retention being paid in 2024. Donations, fundraising and grants were gratefully received from County Councillor Liz Bowes – Members' Community Allocation, The Beatrice Laing Trust and Pebbles Grant from Rank Foundation.

### Mission giving in 2024

| Mission Partner | Amount |
|---|---|
| St Michael's Church Sheerwater | £980 |
| Safe Families – Cherith Withington | £1,000 |
| CMS – Malcolm Pritchard/Simon and Sarah Cawdell | £1,000 |
| Project Return | £216 |
| Engage Woking Schools | £600 |
| A Rocha | £50 |
| Woking People of Faith | £30 |
| **Total** | **£3,876** |

*Louise Webb (Treasurer) and Jonathan Thomas (Vicar)*

### PARISH FINANCIAL STATEMENTS (Please see separate booklet)

## PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - SECRETARY

As this is my first meeting as Secretary it seems right to start by me thanking David Wilde for all his help in handing over the role. I also would like to thank the PCC team for making me feel welcome.

The PCC met four times in 2024 (January, March, June and October). Most meetings have followed a similar format: a reflection on a Bible passage followed by prayer, finance, safeguarding, church development and updates on past activities and future events.

In addition to the above meetings the PCC held additional meetings in order to progress terminating the "The South Woking Team Ministry; adopt the Bishop of Guildford as our Patron and to install Reverand Jonathan Thomas as Vicar for the 3 churches. This process was more involved than perhaps initially anticipated but was successfully completed with Jonathan being installed at a Collation Service in February 2025.

Examples of topics discussed during the year were:

- Annual meetings and the make-up of the two DCCs and St Peter's Council
- Fees for weddings, baptism and funerals etc
- Parish Budgets and how to encourage and support regular giving and minimise deficit.
- Rev Jonathan Thomas sabbatical from 29th July to end of October 2024.
- Deanery Synod activities
- The many and varied services at our three churches
- Revised Service Plans across the 3 churches.
- Mission and activities of our mission partners
- Request for Caroline Harvey to attend a Foundations Ministry Course
- Installation and upgrade of a new sound system for St. Peter's and applying for the necessary faculty for the work to take place.
- Successful completion of Chancel Open Space Project
- Priesting of Rev Lucy Bush and Rev Rachel Johnson in July 2024
- Children and youth activities
- Church Development – All Souls', St Mark's and St Peter's
- Community Garden and Community Fridge based at St. Marks
- Reviewing activities that have taken place and plans for future events.
- PCC responsibilities including the importance of Safeguarding within the Church. Including ensuring that we are complying with the Church of England's safeguarding guidance regarding lone working with children/vulnerable adults and also complying with Church of England's safeguarding guidance regarding appropriate boundaries with children/vulnerable adults.
- Modification of Notes and News format by having a "bumper edition on the first Sunday of every month and update sheets on remaining Sunday's. The benefits have been reduced repartition of unchanged information alongside saving paper and being able to use up stocks of coloured paper.
- Parish Vision based around: 'Lighthouse' (shining out), 'Harbour' (welcoming home) and 'Lifeboat' (guiding in)

*Alison Cole, PCC Secretary*

## CHURCHWARDENS' REPORT

2024 was a significant year for the parish as it marked 10 years since Jonathan and Sarah came to the parish. This was celebrated at the Annual Church Meeting. Since Jonathan has been in the parish we have been exploring with the diocese how to dissolve the team ministry and to change our patron from the Church Society to the Bishop of Guildford. This has been a very lengthy process

and was finalised at the end of the 2024. A service to recognise the change from Priest in Charge to Vicar is to be held early in 2025.

It was a great joy as a parish to celebrate both Lucy Bush and Rachel Johnson being ordained as priests at the end of June.

With Lucy and a small team we attended the Deanery Strategy Day in September and the Church Growth Conference in October. Both these events featured the Diocese's theme of "Growing Disciples" and we found them inspiring and helpful for guiding discussions in the parish to draw up our Church Development Plan for 2025.

As a parish we have prayed for and financially supported our CMS Mission Partners, Sarah and Simon Cawdell in Uganda, Cherith Withington working for Safe Families, and St Michael's Church, Sheerwater. We also supported the Ukraine Mission by donating used candles and have had regular video updates.

We would like to thank the Ministry Team supported by Occasional Worship Leaders and Preachers for leading the parish through another year, especially this year with Jonathan taking a three month sabbatical from August to the end of October. We would also like to thank Caroline Harvey who as Parish administrator has done a lot to support both the ministry team and us as wardens, doing many jobs behind the scenes.

Finally, a big thank you to members of the PCC and DCCs and to everyone who has served in any way to support the parish in 2024.

*Pauline Wilde and Rosemary McCrum*

## ELECTORAL ROLL

This year we had to prepare a completely new Electoral Roll as happens every six years. So everyone who wanted to be considered a member of St Peter's, St Mark's or All Souls had to fill in a new Electoral Roll form. The number of forms received was 115 in total.

| | | | | | | New ER |
|---|---|---|---|---|---|---|
| | **2020 Total** | **2021 Total** | **2022 Total** | **2023 Total** | **2024 Total** | **2025 Total** |
| **St Peter's** | 85 | 86 | 82 | 83 | 82 | 75 |
| **St Mark's** | 32 | 32 | 31 | 31 | 28 | 24 |
| **All Souls'** | 25 | 25 | 23 | 23 | 23 | 16 |
| **Unspecified** | 3 | 3 | 3 | 3 | 3 | 0 |
| **TOTAL** | **145** | **146** | **139** | **140** | **136** | **115** |
| **APCM date:** | 20/10/20 | 11/5/21 | 10/5/22 | 30/4/23 | 28/4/24 | 4/5/25 |

*Brigitte Morton*

## DEANERY SYNOD

Woking Deanery Synod only met twice in 2024. The February Synod meeting became an opportunity to support Woking Borough Council as it met to discuss and approve a difficult budget having to make various cuts. Some were in the public gallery whilst others met in Christ Church to pray.

In June Synod met at St Andrew's Goldsworth Park and looked at intergenerational issues, having representatives of the different generations (Baby Boomers to Gen Z) being interviewed about how they came to faith, what their church is like for their generation and how the church can minister better to that generation. It was really helpful to understand each other's generations with regards to church and think about how we can better work across the generations in our own churches.

In October Synod was primarily a business meeting. Elections were made for Diocesan Synod, and there was an update on the Deanery Leadership team which has undergone some changes in personnel.

The parish representatives in 2024 were Geoff Pugh and Anthony Morton with Lesley Dixon joining in May. Geoff Pugh stepped down as lay chair in early 2024 and Caroline Harvey took on the role of Deanery Secretary.

*Jonathan*

## PASTORAL TEAM

The longstanding pastoral team of Allison McFarlane, Brenda Cox, Carol Whitehorn and Pauline Wilde continued to support many people, many of whom are no longer able to attend church regularly, either with home visits or regular telephone calls. They are always there as a listening ear or if there is anything you feel you need help with, and their contact numbers are on the back of Notes & News.

Connections Café continued to meet monthly with a varied programme of activities usually with a reflection and always a lovely tea provided by Rosemary Titcombe. Numbers continue to be healthy with around 15 people attending and new people joining the group. Caroline Harvey joined the leadership team as Pauline Wilde stepped back.

Craft & Chat continues to provide exactly what it says it does and is valued by the women, and men, who attend.

The bereavement group is led by Brenda Cox with support from Jonathan and has flourished in 2024. Many new people have come along, some for a short time and having found their time there helpful and healing have successfully moved on with their journey, whereas others have remained for a considerable time, which has somehow helped the group gel together. The sessions are usually a lovely mix of tears and laughter. The meeting usually starts with a prayer and bible reading applicable to the subject of that meeting, then the group happily goes ahead discussing, encouraging and advising each other how they have coped with their grief, living alone and or without a loved one. It is a great privilege to be able to give that special love and compassion as people work through their grief.

*Jonathan & Brenda Cox*

## PARISH SAFEGUARDING OFFICER

Over the last year, I have met regularly with Jonathan to discuss the safeguarding needs of the parish. We have updated the Parish Dashboard and continue to make good progress at Level 3. I took part in the Safeguarding Sunday services which were held in all three churches in the parish in early March. I was able to introduce myself to each congregation and to speak about my role and the importance of safeguarding in the church.

As Parish Safeguarding Officer (PSO), I act as a link between the diocese and the parish concerning safeguarding matters. I am appointed by the PCC and support the incumbent and the Parochial Church Council in carrying out their safeguarding responsibilities and ensure that safeguarding policies are implemented.

I have an overview of the activities involving children and vulnerable adults which take place in our churches. These activities must be approved by the PCC and those involved must be safely recruited. I carry out DBS checks where required and request those involved to undergo the relevant safeguarding training. Hirers of our premises must comply with our safeguarding policy and their hire agreements include a signed safeguarding addendum.

Safeguarding is a standing item on the agenda for all PCC meetings and I attend PCC meetings in my role as PSO (as well as St Mark's representative). This year the PCC was asked to discuss and approve a Safeguarding Action Plan which covers the areas of Policies, Safeguarding Procedures, Safeguarding Roles, Learning & Development, Displayed Information, Church Activities, Non-church Activities, Reviews & Reports, and Prevention. The PCC was made aware of its responsibilities to identify and minimise the risk of harm to children and vulnerable adults, and to promote and model healthy relationships within the church context and provide a safe space for everyone to thrive and flourish. The PCC was given the opportunity to discuss the strengths and weaknesses of our church culture and how we could better promote a healthy and safe church culture.

The turbulence of the last few months, when we have seen safeguarding in the Church of England dominate the headlines, together with the resignation of Justin Welby, have been very unsettling in many ways, but, as Jonathan has stated, it has reminded us of the importance of keeping Safeguarding at the heart of the church's mission. Justin Welby, during his tenure as Archbishop of Canterbury, had overseen a change of culture and an improvement in processes and procedures.

I hope that the contents of my report will reassure everyone that we are working to make our church a place of safety and security, where everyone can flourish and experience the fullness of life that God desires for us. Our church should be a place where the vulnerable, whether adults or children, should be protected, and where those who have been harmed should be listened to and find compassion and healing. May I encourage everyone to play their part in this vital work.

*Kay Dodds, PSO & DBS Validator*

## 2. ST PETER'S REPORTS

### LIFE AT ST PETER'S

The chancel continues to be used both for our regular fortnightly BCP evening services, weekly Morning Prayer and monthly mid-week communion services. We have welcomed back Opera Anywhere who have used the space for their performance.

The church also hosted several concerts: Harry Baker, Matthew Rickard, and the Mosaic Chamber choir, and the church has also been used by Woking Music and Woking Young Musicians Trust. The church is used as a polling station and at the general election refreshments were offer to those who were coming to vote this was very well received.

At the annual meeting we celebrated Jonathan's 10 years in the parish. We were also privileged to host a civic service for the Woking Mayor, Louise Morales, a regular worshipper at St Peters'.

During 2024 we have welcomed many visitors to our services. Energise service changed from meeting in the main church to the church centre with a Morning Worship service in the church.

It was a real joy to celebrate both Rachel Johnson and Lucy Bush being ordained as priests in the summer.

We held several bring and share lunches, one was an environmental talk by Karen Pack from A Rocha, and Jonathan sharing about his sabbatical.

At our Harvest service the non-perishable food donated was given to the South Woking Foodbank to be distributed to those in need.

As in past years we supported the work of Operation Christmas Child by donating shoeboxes full of items e.g. Hats, scarfs and toys etc.

In December we held a Christmas Tree Festival and although there were fewer trees the church was still beautifully decorated and we welcomed many visitors from the local community.

The Christmas services were well attended especially the Christingle and Guide Dog for the Blind services.

We are grateful to the Bell tower team who regularly call us to worship on a Sunday morning. I would like to thank those who have served on various rotas to keep the church clean, to welcome us and to serve us with refreshments, as well as the many other behind the scenes jobs, the church would not run without you.

*Pauline Wilde*

**PREMISES**

The premises committee met 3 times during 2024. The main work carried out during 2024 was painting and repair of the main Foundations room window and the large window by the main entrance of the Church Centre, the other windows are scheduled to be done in 2025 according to the funds we have available.

An LED sensory light was fitted under the Lych gate.

The Lych gate roof was repaired.

Both the West door and Lych gate lights were repaired.

Mole deterrents were installed in the Churchyard.

An inspection was carried out by Woking Council and all the tombs are in good order at the moment, so no work needed at present.

Three bike racks were installed in the Church Centre car park.

A small handrail was fitted at the top of the stairs outside the upper vestry door.

Taps were replaced in the toilets in the Church Centre.

The Churchyard and Jubilee Garden of Remembrance up-keep has been mainly carried out by Community Payback team although they have been sporadic in 2024 due to staffing issues. We had one Churchyard working party in November to prepare both the War Memorial and Jubilee Garden of Remembrance ready for Remembrance Sunday.

The committee continued to discuss the possible upgrade of the sound system, a faculty was obtained and money raised by grants, donations from the congregation and fund-raising events and the new system is due to be installed in early 2025.

I would like to particularly thank Martin Whipp who has done a lot of the minor jobs.

*Pauline Wilde*

## 3. ST MARK'S REPORTS

**LIFE AT ST MARK'S**

During the year attendance at Sunday services has remained steady and we have welcomed occasional visitors. In the summer it was lovely to celebrate Rosemary Story's 100th birthday and also the birth of our youngest member, Mikel, whose baptism was the first at St Mark's for several years. Sadly, Eileen Bliss, one of our longest-serving members, passed away after a long period of

ill-health. Eileen was always keen to help with events and had been our regular flower-arranger. She will be remembered for the very successful Flower Festival she organized at St Mark's, for her poems and her friendship to everyone.

A key highlight of the year was the planning of a Community Garden on the north lawn. This was Lucy's initiative and she succeeded in securing the help of a team from RHS Wisley to meet with us to assess the site and discuss possibilities. They drew up a plan for the garden, which the DCC was pleased to agree. The aim is to construct raised beds, where both Church and community groups can grow vegetables and flowers, and accessible seating areas that can be enjoyed by all. The project began in November with a tree-planting day, when a good number of volunteers from the community came along to plant fruit trees and hawthorn hedging, supplied by Surrey County Council. Funding for construction materials was secured and we look forward to progress in 2025.

St Mark's hosted several parish-wide events during the year, including a Pancake Café on Shrove Tuesday, a sunrise service on Easter Day, and a celebratory lunch following the priesting of Lucy and Rachel at the end of June. Once again a Community Garden Party was held at St Mark's in May, run jointly by the parish and the New Life Church. It was well-attended by about 200 people and was a most enjoyable afternoon. A couple of Family Movie Nights were held during school holidays and the usual Light Beacon was run on Westfield Common at Hallowe'en. Our Tearfund Big Quiz Night in October was an enjoyable occasion and the outdoor Carols by Firelight service with the Almac Bisley Brass Band was well-attended by local people. A new venture was "Wild Church", a monthly late afternoon event, including outdoor activities and a meal. The six events held were enjoyed by those who attended, but sadly they did not attract new families, as was hoped.

I would like to thank our DCC members, who have worked well together, and all who help to run our services and events and to maintain our buildings and grounds.

*Rosemary McCrum*

**PREMISES**

Routine maintenance and repairs were carried out satisfactorily. We continued to employ cleaners once a week and a gardener to cut the grass; they gave a very good service. Following planned roof work to replace damaged and slipped tiles, no further major work was identified at the DCC inspection of the premises. Work on opening up the woodland continued, and a Good Gym team of volunteers helped us with grounds maintenance one Saturday morning. We had cycle racks installed at the edge of the car-park in December. An Energy Efficiency and Net Zero Carbon audit was carried out by the Diocese in September. Advice on insulation and replacement lighting is being considered.

Lettings have increased during the year. Surrey Community Dance, Slimming World, Woking Scuba and Snorkel, Mayford Art Group and the 10th Woking Brownies continued to hire regularly. We were delighted that a Youth Club for Kingsmoor Park, funded by the Housing Association, was able to open in January. It was much appreciated by a viable number of young people, but unfortunately had to close in July. A weekly Weight Watchers workshop started hiring in February, and since August Grace Chapel (Assemblies of God) has been hiring for Sunday afternoon services. The local chiropodists hire a space in the car-park for their clients. About 30 parties, meetings and other single-event bookings have taken place during the year.

*Rosemary McCrum*

## 4. ALL SOULS' REPORTS

### LIFE AT ALL SOULS'

It has been another quiet year at All Souls', not without its hardships due to various health issues for some of our small congregation.

With the start of a new service, Wild Church, at St Mark's on the 3rd Sunday of the month the DCC agreed that on that Sunday the service would be lay-led without a sermon as such to free up time for the clergy to focus on Wild Church. The services were led by Clive Boyle, Patrick Phillipps and Paul Stanistreet who have done a great job.

We held another outdoor service in June by the new memorial garden, connecting with the natural world, which again was enjoyed by those who came. Our Remembrance Day service was well attended with over 30 people including a number of villagers and we had as busy a Christmas Eve Carol service as ever with 110 people bursting the church at its seams!.

As usual we participated in the Village Fete running the cake stall and hook-a-duck competition both of which were popular. Lucy also got many people to decorate a new bug hotel which was later installed in the grounds of All Souls'. This year we created Sutton Green Village Tea towels selling out the first batch of 100 at the Village Fete, Carol Service and by word of mouth, so we purchased another batch of 100. Jonathan continues to attend the Sutton Green Village Committee which plays a very active role in village life.

Our numbers have dwindled a little to 8-12 attending most weeks due to ill health mainly, but there is lovely fellowship amongst our regulars who enjoy the monthly refreshments after the service on the first Sunday of the month.

All participate in the life of All Souls', but particular thanks as always to Clive Boyle who does so much, especially as it has been a difficult year for him.

*Jonathan*

### PREMISES

Another quieter year but that does not mean the premises team has just been sitting back and enjoying this place of peace for worship and reflection in Sutton Green. With no major projects work has been limited to routine maintenance and keeping the garden neat and tidy which has been well managed largely by Guy Quitman. Two points of note. A blockage in the drain that runs through the village caused backing up of water around the church which was quite alarming. Again thanks to Guy for managing this and liaising with other worried Sutton Green residents. Now resolved and back to normal this is quite likely to recur and will need to be watched. And the two big trees that Clive has his eye on were indeed dying and threatening the church so unfortunately they had to go.

The projects arising from Environment Team plans – compost heap, bug hotels, bicycle racks are progressing albeit slowly and the memorial garden, now becoming established, will require a bit of attention in the coming year. And the mould is back in the cold (in winter) church room so will need some attention – the list gets longer!

*Clive Boyle*

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# Financial Statements of the Parochial Church Council

## For the year ended 31 December 2024

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2024**

## Independent examiner's report to the PCC of St. Peter, Woking

This report on the financial statements of the PCC for the year ended 31 December 2024, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2011 ('the Act').

## Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that an audit is not required as set out in Section 144(2) of the 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 Commission under section 145(5)(b) of the Act
- state whether particular matters have come to my attention

## Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission and as contained in the Regulations. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 130 of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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

J.K. Withrington

John Withrington

Independent Examiner

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**BALANCE SHEET**

**31ST DECEMBER 2024**

| | | 2024 | 2023 |
|---|---|---|---|
| **FIXED ASSETS** | | £ | £ |
| Tangible fixed assets | 4 | 57,000 | 57,000 |
| **CURRENT ASSETS** | | | |
| Debtors | 6 | 9,750 | 12,132 |
| Short term deposits | | 132,699 | 137,513 |
| Cash at bank | | 69,295 | 58,515 |
| | | 211,744 | 208,160 |
| **LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR** | 7 | 9,310 | 8,310 |
| **NET CURRENT ASSETS** | | 202,434 | 199,850 |
| **NET ASSETS** | | 259,434 | 256,850 |
| **FUNDS** | 8 | | |
| Unrestricted Funds | | 75,926 | 77,403 |
| Restricted Funds | | 126,508 | 122,447 |
| Property Fund | | 57,000 | 57,000 |
| | | 259,434 | 256,850 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR TO 31ST DECEMBER 2024**

| | Note | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2024 £ | 2023 £ |
|---|---|---|---|---|---|
| **INCOMING RESOURCES** | | | | | |
| *Incoming resources from donors* | 2(a) | 112,676 | 351 | 113,027 | 113,565 |
| *Other voluntary incoming resources* | 2(b) | 13,920 | 14,685 | 28,605 | 45,743 |
| *Income from charitable and ancilliary trading* | 2(c) | 35,664 | 1,068 | 36,732 | 34,712 |
| *Income from investments* | 2(d) | 1,193 | 3,750 | 4,943 | 3,997 |
| **TOTAL INCOMING RESOURCES** | | 163,453 | 19,854 | 183,307 | 198,017 |
| **RESOURCES USED** | | | | | |
| *Grants* | 3(a) | 3,906 | 1,850 | 5,756 | 7,493 |
| *Activities directly relating to the work of the church* | 3(b) | 138,053 | 3,437 | 141,490 | 131,693 |
| *Fund raising and publicity* | 3(c) | 2,228 | - | 2,228 | 1,390 |
| *Church management and administration* | 3(d) | 19,543 | - | 19,543 | 19,783 |
| *Building and restoration works* | 3(e) | 1,200 | 10,506 | 11,706 | 27,749 |
| **TOTAL RESOURCES USED** | | 164,930 | 15,793 | 180,723 | 188,108 |
| **NET INCOMING/(OUTGOING) RESOURCES** | | (1,477) | 4,061 | 2,584 | 9,909 |
| BALANCES BROUGHT FORWARD AT 1ST JANUARY | | 77,403 | 122,447 | 199,850 | 189,941 |
| **Transfer of restricted reserves (see page 10)** | | - | - | - | - |
| **BALANCES CARRIED FORWARD AT 31ST DECEMBER** | | 75,926 | 126,508 | 202,434 | 199,850 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST DECEMBER 2024**

## ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charity Commission's Statement of Recommended Practice, Accounting and Reporting. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

### Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted Funds are those funds that have been designated by donors for a specific purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members. In 2023 following receipt of the Davenport legacy, two new designated funds were created, one for St Peter's church and the other for St Mark's; these funds will be used for PCC approved projects within the respective churches.

### Incoming resources

*Voluntary income and capital sources*

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income to which they relate is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by concerts, fêtes, jumble sales, quiz nights and similar events are accounted for gross. Sales of Appeal goods are accounted for gross.

*Other ordinary income*

Income from the use of church premises is recognised when the donation is paid

*Income from investments*

Gross dividends and interest are accounted for when received.

*Gains and losses on investments*

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

### Resources used

*Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Organisations that have been assisted by the PCC are listed in the Annual Report.

*Activities directly relating to the work of the church.*

The parish share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### Short Term Loan

In 2014 the PCC accepted an interest-free loan of £3,000 which was used to assist in the purchase of a piano. The loan is included under short-term liabilities.

### Staffing / Employee Emoluments

In 2024 £12,864 was spent on staff emoluments, employing one part-time member of staff.

### Chancel Reordering Fund

Chancel reordering work was completed in 2023 and the project has now been funded in full. At 31st December the fund has a nil balance as final retention invoice was paid in 2024.

### Scott Legacy

In December 2017 the PCC received a legacy of £113,763 from the will of the late Mr. Ray Scott. This legacy is restricted to meeting the costs of repair and maintenance of the fabric of St. Peter's Church. At 31st December the balance of the fund was £98,663. This balance is comprised of £61,015 held in The CBF Church of England Deposit Fund and £40,360 deposited with Boom Credit Union, less £3,437 owed to Parish for works already completed plus accrued interest of £725.

### Colbert Legacy

This legacy is unrestricted and at 31/12/24 an available balance of £23,906 was held on deposit with The CBF Church of England Deposit Fund.

## 1 ACCOUNTING POLICIES (CONTINUED)

**Davenport Legacy**

In June 2023 the PCC received a legacy of £5,000 from the will of the late Mr Frank Davenport. The legacy has no restrictions and the PCC have chosen to split the legacy and allocate it to a Designated fund in each church.

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011 In order to reflect the fact that St. Mark's Church and St. Peter's Church Centre are vested in the Guildford Diocesan Board of Finance as Custodian of the PCC the costs of these two properties (£17,000 and £40,000 respectively) have been included in a Property Fund at cost.

Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church Inventory which can be inspected. For inalienable property acquired before 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired after 1st January 2001 are capitalized and depreciated in the accounts over their anticipated useful economic life as this occurs.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £500 or less are written off when the asset is acquired.

*Current assets*

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

## 2 INCOMING RESOURCES

| | Unrestricted Funds | Restricted Funds | TOTAL FUNDS 2024 | TOTAL FUNDS 2023 |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| 2(a) *Incoming resources from donors* | | | | |
| Planned giving: | | | | |
| Regular Giving (Gift Aid) | 70,630 | 351 | 70,981 | 61,522 |
| Income Tax Recoverable | 21,221 | - | 21,221 | 26,033 |
| Regular Giving (non-Gift Aid) | 10,968 | - | 10,968 | 13,636 |
| Collections | 7,942 | - | 7,942 | 9,983 |
| Gift days | 1,915 | - | 1,915 | 2,391 |
| | 112,676 | 351 | 113,027 | 113,565 |
| 2(b) *Other voluntary incoming resources* | | | | |
| Grants | - | 3,114 | 3,114 | 8,930 |
| Legacy | - | 5,000 | 5,000 | 5,000 |
| Donations and appeals | 11,119 | 6,475 | 17,594 | 29,552 |
| Fund raising events | 2,801 | 96 | 2,897 | 2,261 |
| | 13,920 | 14,685 | 28,605 | 45,743 |
| 2(c) *Income from charitable and ancilliary trading* | | | | |
| Use of Premises | 32,770 | 1,068 | 33,838 | 29,807 |
| Fees | 2,407 | - | 2,407 | 4,893 |
| Sale of goods | 487 | - | 487 | 12 |
| | 35,664 | 1,068 | 36,732 | 34,712 |
| 2(d) *Income from investments* | | | | |
| Dividends and interest (gross) | 1,193 | 3,750 | 4,943 | 3,997 |
| **TOTAL INCOMING RESOURCES** | **163,453** | **19,854** | **183,307** | **198,017** |

| 3 | RESOURCES USED | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2024 £ | 2023 £ |
|---|---|---|---|---|---|
| 3(a) | *Grants* | | | | |
| | Donations | 30 | 1,850 | 1,880 | 2,878 |
| | Missionary and charitable giving Church overseas: | | | - | |
| | - missionary | 1,216 | - | 1,216 | 1,216 |
| | - relief and development agencies | 50 | - | 50 | 566 |
| | Home missions and other church societies | 1,980 | - | 1,980 | 2,000 |
| | Local | 630 | - | 630 | 833 |
| | | 3,906 | 1,850 | 5,756 | 7,493 |
| 3(b) | *Activities directly relating to the work of the church* | | | | |
| | Ministry: parish share | 85,938 | - | 85,938 | 82,832 |
| | clergy expenses | 1,168 | - | 1,168 | 1,620 |
| | clergy houses | 12,889 | - | 12,889 | 7,397 |
| | Church running expenses | 19,840 | - | 19,840 | 21,374 |
| | Church maintenance | 1,739 | 2,164 | 3,903 | 1,433 |
| | Church Centre running expenses | 5,668 | - | 5,668 | 4,692 |
| | Church Centre maintenance | 1,341 | - | 1,341 | 2,509 |
| | ECO | 650 | - | 650 | - |
| | Organist and organ maintenance | 6,975 | 1,273 | 8,248 | 7,941 |
| | Training | 796 | - | 796 | 664 |
| | Books and Children's Resources | 1,049 | - | 1,049 | 1,231 |
| | | 138,053 | 3,437 | 141,490 | 131,693 |
| 3(c) | *Fund raising and publicity* | | | | |
| | Costs of fund raising | 1,643 | - | 1,643 | 1,146 |
| | Publicity | - | - | - | 244 |
| | Goods for sale | 585 | | 585 | - |
| | | 2,228 | - | 2,228 | 1,390 |
| 3(d) | *Church management and administration* | | | | |
| | Parish Administration | 2,362 | - | 2,362 | 1,972 |
| | Employee Costs | 12,864 | - | 12,864 | 12,560 |
| | Printing and stationery | 4,317 | - | 4,317 | 5,251 |
| | | 19,543 | - | 19,543 | 19,783 |
| 3(e) | *Building and restoration works* | | | | |
| | Building contractors | 1,200 | 10,506 | 11,706 | 16,866 |
| | Professional fees | - | - | - | 3,798 |
| | Depreciation | - | - | - | - |
| | Event Expenses - (2023 Chancel Project; 2022 All Souls' Memorial Garden) | - | - | - | 7,085 |
| | | 1,200 | 10,506 | 11,706 | 27,749 |
| | **TOTAL RESOURCES USED** | **164,930** | **15,793** | **180,723** | **188,108** |

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST DECEMBER 2024 (CONTINUED)

### 4 FIXED ASSETS FOR USE BY THE PCC

| | | Freehold land and buildings | Church equipment | Total |
|---|---|---|---|---|
| | | £ | £ | £ |
| *Tangible fixed assets* | | | | |
| Actual or deemed cost at 1st January 2024 | | 57,000 | 71,019 | 128,019 |
| | Additions | - | - | - |
| | Disposals | - | - | - |
| | at 31 December 2024 | 57,000 | 71,019 | 128,019 |
| Depreciation | at 1 January 2024 | - | 71,019 | 71,019 |
| | Change for the year | - | - | - |
| | at 31 December 2024 | - | 71,019 | 71,019 |
| Net Book Value | at 31 December 2024 | 57,000 | - | 57,000 |
| | at 31 December 2023 | 57,000 | - | 57,000 |

### 5 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total |
|---|---|---|---|
| | £ | £ | £ |
| Fixed assets | 57,000 | - | 57,000 |
| Current assets | 85,236 | 126,508 | 211,744 |
| Current liabilities | 9,310 | - | 9,310 |
| | 132,926 | 126,508 | 259,434 |

### 6 DEBTORS

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Income tax recoverable | 6,373 | 9,865 |
| Other debtors | 3,377 | 2,267 |
| | 9,750 | 12,132 |

### 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2024 | 2023 |
|---|---|---|
| Creditors and Accruals | 9,214 | 8,215 |
| Other creditors | 96 | 95 |
| | 9,310 | 8,310 |

### 8 FUND DETAILS

The Restricted Funds comprise:

| | 2024 | 2023 |
|---|---|---|
| Scott Legacy | 98,663 | 98,460 |
| All Souls' Restricted Fund | 13,076 | 12,966 |
| Parish Support Fund | 2,379 | 1,765 |
| Chancel Reordering Fund | 0 | 390 |
| St Peter's Restricted Fund | 3,276 | 7,866 |
| St Mark's Restricted Fund | 9,114 | 1,000 |
| | 126,508 | 122,447 |
| Unrestricted Fund (comprising General Funds of all three churches) | 75,926 | 77,403 |

## PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2024 ACCOUNTS

### PARISH GENERAL FUND

| | | 2024 £ | 2023 £ |
|---|---|---|---|
| **INCOME** | | | |
| Regular Giving (Gift Aid) | | 70,630 | 61,522 |
| Income tax recoverable | | 21,221 | 23,661 |
| Regular Giving (non-Gift Aid) | | 10,968 | 13,636 |
| Collections | | 7,942 | 9,983 |
| Gift days | | 1,915 | 2,391 |
| Grants received | | - | 1,000 |
| Donations and appeals | | 11,119 | 14,417 |
| Legacies | | - | 1,000 |
| Fund raising events | | 2,801 | 1,493 |
| Use of Premises | St. Peter's | 17,413 | 15,917 |
| | St. Mark's | 15,357 | 11,689 |
| | All Souls | - | - |
| Fees | | 2,407 | 4,893 |
| Sale of goods | | 487 | 12 |
| Colbert Legacy interest | | 1,193 | 1,001 |
| **TOTAL INCOME** | | **163,453** | **162,615** |
| **EXPENDITURE** | | | |
| Donations | | 30 | 778 |
| Missionary and charitable giving | | 3,876 | 4,615 |
| Ministry: | parish share | 85,938 | 82,832 |
| | clergy expenses | 1,168 | 1,620 |
| | clergy houses | 12,889 | 7,397 |
| Parish Administration | | 2,362 | 1,972 |
| Employee Costs | | 12,864 | 12,561 |
| Church running expenses | St. Peter's | 9,413 | 8,906 |
| | St. Mark's | 7,745 | 9,929 |
| | All Souls' | 2,682 | 2,538 |
| Church maintenance | St. Peter's | - | 288 |
| | St. Mark's | 1,739 | 683 |
| | All Souls' | - | - |
| Church Centre running expenses | | 5,668 | 4,692 |
| Church Centre maintenance | | 1,341 | 2,509 |
| ECO | | 650 | - |
| Organist and organ maintenance | | 6,975 | 5,482 |
| Training | | 796 | 664 |
| Books & Children's Resources | | 1,049 | 749 |
| Events Expenses | | 1,643 | 1,132 |
| Publicity | | - | 244 |
| Goods for Sale | | 585 | - |
| Printing and stationery | | 4,317 | 5,251 |
| Building contractors | | 1,200 | - |
| Professional fees | | - | 3,025 |
| Depreciation | | - | - |
| **TOTAL EXPENDITURE** | | **164,930** | **157,867** |
| **SURPLUS/(DEFICIT)** | | (1,477) | 4,748 |
| Brought forward 1st January | | 77,403 | 72,655 |
| **Balances at 31st December** | | **75,926** | **77,403** |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2024 ACCOUNTS**

**OTHER RESTRICTED FUNDS**

| | Children's & Families' Fund | | Scott Legacy | | All Souls Restricted Fund | | Parish Support Fund | | Chancel Re-ordering | | St Peter's Designated Fund | | St Mark's Designated Fund | | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME** | **2024 £** | **2023 £** | **2024 £** | **2023 £** | **2024 £** | **2023 £** | **2024 £** | **2023 £** | **2024 £** | **2023 £** | **2024 £** | **2023 £** | **2024 £** | **2023 £** | **2024 £** |
| Collections (Cash) | - | - | - | - | - | - | - | - | - | - | 351 | - | - | - | 351 |
| Income tax recoverable | - | - | - | - | - | 275 | - | 38 | - | 2,059 | - | - | - | - | - |
| Gift Days | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Grants Received | - | - | - | | | | - | - | - | 7,423 | - | 507 | 3,114 | - | 3,114 |
| Funds from General Fund | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Donations and appeals | - | - | - | - | - | 162 | 2,464 | 2,286 | - | 12,187 | 4,011 | 500 | - | - | 6,475 |
| Legacies | - | - | - | - | - | 2,000 | - | - | - | - | - | 1,000 | 5,000 | 1,000 | 5,000 |
| Fund Raising Events | - | - | - | - | - | - | - | - | - | 160 | 96 | 608 | - | - | 96 |
| Use of premises | - | - | - | - | - | - | - | - | - | - | 1,068 | 2,201 | - | - | 1,068 |
| Fees | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Sale of Goods | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Dividends and interest (gross | - | - | 3,640 | 2,926 | 110 | 70 | - | - | - | - | - | - | - | - | 3,750 |
| | | | | | | | | | | | | | | | - |
| **TOTAL INCOME** | - | - | 3,640 | 2,926 | 110 | 2,507 | 2,464 | 2,324 | - | 21,829 | 5,526 | 4,816 | 8,114 | 1,000 | 19,854 |
| | | | | | | | | | | | | | | | - |
| **EXPENDITURE** | | | | | | | | | | | | | | | |
| Donations | - | - | - | - | - | - | 1,850 | 2,100 | - | - | - | - | - | - | 1,850 |
| Employee Costs | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Books & Children's Resource | - | 482 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Church Running Expenses | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Church Maintenance | - | - | 2,164 | 462 | - | - | - | - | - | - | - | - | - | - | 2,164 |
| Church Centre Running Exp | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Organ & Piano Maintenance | - | - | 1,273 | 1,161 | - | - | - | - | - | 1,298 | - | - | - | - | 1,273 |
| Clergy Expenses | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Training | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Event Expenditure | - | 14 | - | - | - | - | - | - | - | 7,085 | - | - | - | - | - |
| Contractors | - | - | - | 500 | - | - | - | - | 390 | 16,366 | 10,116 | - | - | - | 10,506 |
| Professional Fees | - | - | - | - | - | - | - | - | - | 773 | - | - | - | - | - |
| **TOTAL EXPENDITURE** | - | 496 | 3,437 | 2,123 | - | - | 1,850 | 2,100 | 390 | 25,522 | 10,116 | - | - | - | 15,793 |
| **SURPLUS/(DEFICIT)** | 0 | (496) | 203 | 803 | 110 | 2,507 | 614 | 224 | (390) | (3,693) | (4,590) | 4,816 | 8,114 | 1,000 | 4,061 |
| Brought Forward | 0 | 496 | 98,460 | 97,657 | 12,966 | 10,459 | 1,765 | 1,541 | 390 | 7,133 | 7,866 | - | 1,000 | - | 122,447 |
| Funds to General Fund/St Peter's Designated fund | - | - | - | - | - | - | - | - | - | (3,050) | - | 3,050 | - | - | - |
| **Balances at 31st December** | **0** | **0** | **98,663** | **98,460** | **13,076** | **12,966** | **2,379** | **1,765** | **0** | **390** | **3,276** | **7,866** | **9,114** | **1,000** | **126,508** |

## Appendix showing disposition of Short Term Deposits and Cash at Bank as at 31st December 2024

| | Bank or Deposit Taker | Balance at 31/12/24 | Balance at 31/12/23 |
|---|---|---|---|
| **Short Term Deposits** | | | |
| All Souls' | Barclays Bank | 7,418 | 7,308 |
| St. Mark's | Santander Bank | - | - |
| Colbert Legacy | CCLA | 23,906 | 22,997 |
| Scott Legacy | CCLA | 61,015 | 67,208 |
| Scott Legacy | Boom ! Credit Union | 40,360 | 40,000 |
| Total | | 132,699 | 137,513 |
| **Cash at Bank (current accounts)** | | | |
| All Souls' | Barclays Bank | 10,048 | 11,742 |
| St. Mark's | Santander Bank | 28,230 | 11,588 |
| Parish of St. Peter, Woking | Santander Bank | 31,017 | 35,185 |
| Total | | 69,295 | 58,515 |

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER, WOKING**

England & Wales - Charity number 1127922

# Accounts

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# ANNUAL REPORT
# of the PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS (in separate booklet)

**For the year ended 31 December 2023**

**Priest in Charge**
Revd. Jonathan Thomas
The Vicarage
66 Westfield Road
Woking
Surrey
GU22 9NG

**Bankers**

*St Peter's and St Mark's*
Santander Bank
Bridle Road,
Merseyside
GIR 0AA

*All Souls'*
Barclays Bank
Church Street East
Woking
Surrey
GU21 6AE

**Independent Examiner**
Steve Bonsor

**PARISH CHURCH**
St Peter's, Old Woking

**DISTRICT CHURCHES**
All Souls', Sutton Green
St Mark's, Westfield

# ANNUAL REPORTS FOR 2023

## Introduction

The Parochial Church Council (PCC) is a Charity which has been registered with the Charity Commissioners since 2009. The Charities Act 2016 regulates the way in which the PCC must report to its local congregation and the public at large. The report and accounts for 2023 are presented in a format that complies with the requirements of the Charities Act 2016.

## Parish Aims and PCC organisation

Our purpose is to make disciples of Jesus Christ in the Parish of St Peter, Woking and to support our mission partners in other countries in their disciple-making ministries.

The PCC co-operates with the clergy in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the financial affairs of the church, and for the maintenance and insurance of:

- The three churches and their contents
- The St Peter's Church Centre and its contents.

The PCC meets at least four times a year and is assisted by a considerable amount of committee work, particularly with regard to the day-to-day business of the district churches.

All the statutory disclosure information and details of the various committees are set out on page 2 of this report.

## The Accounts

The consolidated accounts of the parish, having been examined by the Independent Examiner, have to be approved by the PCC and then presented to the Annual Parochial Church Meeting. The format of the accounts set out on pages 2 to 10 of the separate booklet conforms to the provisions of the Charities Act 2016 and the Church Accounting Regulations 2006. The combined income of the parish has exceeded the threshold of £100,000, and therefore the accounts have been prepared on the accruals basis, in accordance with the regulations laid down by the Charities Act 2016.

Receipts and payments are analysed into Restricted Fund activities and Unrestricted Funds. Restricted Fund income relates to a specific purpose. The funds of All Souls', Sutton Green and of St Mark's, Westfield are Restricted Funds. Unrestricted funds are those that the PCC can allocate as they consider appropriate.

## STATUTORY DISCLOSURES:

### Membership of the Parochial Church Council (PCC)

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting or the Annual District Church Meetings in accordance with the Church Representation Rules, or co-opted to the Council by the vote of its members. During the year the following served as members of the PCC:

### PCC MEMBERS SERVING JANUARY – DECEMBER 2023

| | | |
|---|---|---|
| Priest in Charge | Rev'd Jonathan Thomas | |
| Ordained Local Minister | Rev'd Rachel Johnson | |
| Curate | Rev'd Lucy Bush | |
| Churchwardens | Mark Lemprière<br>Pauline Wilde | |
| Elected members | Rosemary McCrum | Deputy Warden, St Mark's |
| | Brenda Collard | St Peter's representative |
| | Caroline Harvey | St Peter's representative |
| | Brenda Cox | St Peter's representative |
| | Kay Dodds | St Mark's representative & PSO |
| | Patrick Phillipps | All Souls' representative |
| | Geoff Pugh | Deanery Synod representative |
| | Jenny Jones | Deanery Synod representative |
| | Anthony Morton | Deanery Synod representative |
| Co-opted members | Louise Webb | Parish Treasurer |
| | David Wilde | PCC Secretary |

### Committees

Standing Committee

This is the only committee required by law. It meets, as necessary, to transact the business of the PCC between meetings, subject to any delegated responsibilities made by the PCC.

The following committees are sub-committees of the PCC:

St Peter's Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Peter's Church, Old Woking.

All Souls' District Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to All Souls' Church, Sutton Green.

St Mark's District Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Mark's Church, Westfield.

Finance Committee

This committee meets two times each year to facilitate the financial affairs of the parish and the consolidation and presentation of the parish accounts.

### Church Employees

There was one paid employee of the PCC – Caroline Harvey, Parish Administrator.

### Occasional Worship Leaders and Preachers

There are 7 Occasional Worship Leaders – Geoff Pugh, Jacquie Still, Caroline Harvey, Rosemary McCrum, Mark Lempriere, Patrick Phillipps and Clive Boyle and 6 Occasional Preachers – Geoff Pugh, Jacquie Still, Jenny Jones, Paul Stanistreet, Andy Holcombe, and Mark Lempriere.

# Reports


| 1. | PARISH REPORTS | page |
|---|---|---|
| | Vicar's Report | 3 |
| | Children and Families Ministry Report | 5 |
| | Parochial Church Council of St. Peter, Woking – Treasurer's Report | 5 |
| | Missions Giving 2023 | 6 |
| | Financial Statements as of 31st December 2023 – (see separate booklet) | 6 |
| | Parochial Church Council of St. Peter, Woking – Secretary's Report | 6 |
| | Churchwardens' Report | 6 |
| | Electoral Roll Report | 7 |
| | Deanery Synod Report | 8 |
| | Pastoral Team Report | 9 |
| | Parish Safeguarding Officer's Report | 9 |
| 2. | ST PETER'S REPORTS | |
| | Life at St Peter's Report | 10 |
| | Premises Report | 11 |
| 3. | ST MARK'S REPORTS | |
| | Life at St Mark's Report | 11 |
| | Premises Report | 12 |
| 4. | ALL SOULS' REPORTS | |
| | Life at All Souls' Report | 12 |
| | Premises Report | 13 |


## 1. PARISH REPORTS

### VICAR'S REPORT

It is always good to look back on a year to reflect on our life together as a parish, to see where God has been at work, to reflect on the highlights and the difficulties we have faced and to remind ourselves of all our blessings.

Personal Highlights of 2023:

- The ordinations of Rachel Johnson and Lucy Bush as deacons were wonderful occasions and I am now spoilt with 2 curates!
- It has been lovely to journey with Rachel on her calling to different forms of authorised ministry and so appropriate now that she is in her curacy as an Ordained Local Minister continuing to give much wisdom, thoughtfulness, spirituality and care to us.
- We were delighted to welcome Lucy, Dave, Lydia and Dominic Bush to the parish as Lucy began her curacy with us. They have settled in well and are bringing great new things to the life and ministry of the parish.
- At the start of 2023 we launched our Vision of Shining Out, Guiding In, Welcoming Home which the vision team prayed about and put together in late 2022. This informs our Church Development Plan that the PCC agrees and works through each year.
- After many years in the planning and after significant fundraising the Chancel Open Space project began in March and was completed in May. We are grateful to all who gave financially towards the project, including those who sponsored chairs, and to all who organised or came to fundraising events enabling us to fund the work in its entirety. I am particularly grateful to those who sponsored me for my first Marathon, raising over £2000.

- We have had many positive comments about the new Chancel area and were able to host MbM gospel choir in August and OperaAnywhere performing Pirates of Penzance in September as well as Kingfield school's Christmas performance and it is being used more and more for the community and for general fundraising in 2024.

- It was lovely to see Portia Stanistreet and Simon Woodward confirmed at Christ Church Woking in May.

- Our Coronation Garden Party at St Mark's organised with New Life Church in May was a great success and attended by approximately 200 people, which made for a hectic event as we had to hold much of it inside because of the weather.

- The Christmas Craft Fair at St Peter's in November was well attended and raised over £500.

- Our Environment Team worked hard to secure an Eco-church bronze award for each of our churches which were presented at Harvest which marks an important part of our journey as we look holistically at how we care for God's creation.

- We said farewell to Malcolm Pritchard as our CMS Mission Partner and took on Sarah and Simon Cawdell who are also in Gulu, Uganda. We were blessed with an interesting evening with Malcolm talking about mission in June.

- Caroline Harvey began as our parish administrator in January, settled in well and is doing an excellent job managing our busy parish life and keeping me in check!

These are just brief highlights and there are many other good things that happened in 2023, including the regular activities which continue to flourish such as Refresh Café, Tots, Connections Café, Bereavement Support Group, our Connect Groups, Sunday school at St Peter's.

I am grateful to Pauline and Mark who are excellent churchwardens and have supported me and the ministry team throughout the year, who have provided wise advice and spiritual support to me. I am going to keep this year's report brief so can't name everyone who gives so much to the life and ministry of the parish, but I am profoundly grateful for all who give so much time, energy, finances and talents to furthering the work of God's kingdom in the parish.

I am always delighted when we make a financial surplus in the parish accounts and as well as being grateful to all who give to God's work in the parish I am grateful to Louise Webb our treasurer, ably assisted by Caroline Harvey, who have sorted out some historical issues and keep on top of the complex finances of the parish.

We sadly said goodbye to Martin and Helen Maguire who moved away in 2023, having given so much to the parish over many years. They have been really missed, but we are always glad when they return to visit us. There was also great sadness with the deaths of Mick Moorse and Olive Park, such long-standing members of St Mark's, so inspirational to many, who lived out such a wonderful faith in Jesus, who we know are now with their Lord. And we mourn with Lynda Kirk the sad loss of her husband Dave, a real friend to St Peter's.

I have been encouraged by the way God has been bringing new people to worship with us in the parish in 2023, especially to St Peter's, but recognise there are many challenges for us ahead with regards to volunteers and finances. However, I have great trust in God as he works through his people and we have some exciting things already happening and planned for 2024.

*Jonathan*

## CHILDREN'S AND FAMILIES' MINISTRY

Sunday School at St Peter's has continued to run twice a month, led by Louise and Rachel with support from Katie, Eliot, Simon and Caroline. During the last year we have had 17 children from 14 families attending. 10 children have attended fairly regularly, typically monthly, giving an average of around 5 children per session. Whilst the wide age range can be a challenge, the small size means there is time to build good relationships and for children to feel valued. Energise continues to attract younger families coming for baptism and we are thinking about new ways to encourage faith at home amongst Energise and baptism families.

Tots at St Mark's continues to thrive, with new families coming along to join in the fun. The dedicated team of volunteers work together brilliantly to make a safe and fun space for local toddlers and carers every Tuesday morning. Refresh Café is also thriving, with returning and new families making use of the space (and the milkshakes!) after school. We are also responding to community feedback by providing an activity in each school holiday, which is especially appreciated by families who are finding it harder and harder to find free things to do.

Links with the schools continue to flourish, with the ministry team regularly dusting off their acting skills with the team from New Life for Open the Book sessions in Kingfield, as well as assemblies there and at Hoe Bridge School. We have also been asked to help with a few RE lessons in Westfield school, and Lucy has been helping to lead the Christian Union at Woking College, in partnership with Engage and the URC. Our parish youth group meets fortnightly, with a regular attendance of 2 young people, occasionally 3. We enjoy deep conversations, fun, and snacks and we are getting involved in the Woking-wide Encounter events, where many young people gather to worship Jesus.

*Rachel and Lucy*

## PAROCHIAL CHURCH COUNCIL OF ST. PETER WOKING – TREASURER'S REPORT

Unrestricted income was £162,615 and expenditure was £157,867 giving an overall surplus of £4,748 in 2023, compared to a surplus of £1,617 in 2022.

Main points to highlight for 2023 are as follows:

- Income tax recoverable was £6,900 higher than previous year, mainly due to recovery of unclaimed gift aid on Kindlink donations from earlier years
- £5,300 increase in income for donations and appeals, though Sunday collections decreased
- 2023 saw receipt of a £1,000 energy grant from the Diocese
- Most expenses were in line with 2022 but there were a few notable differences; clergy housing costs of £7,300 were incurred for our new curate from May 2023 and parish share increased by £2,300 having returned to normal levels. Quinquennial inspections were carried out in all three churches at a total cost of £2,934.

In June 2023 the PCC received a legacy of £5,000 from the will of the late Mr Frank Davenport. The PCC have chosen to split the legacy and allocate it to a Restricted Fund in each church.

2023 saw the remaining balance on Children's and Families' Ministry of £496 being spent in full.

Construction work to create the Chancel Open Space was carried out and completed in 2023. We are very pleased to report that this project has now been fully funded through donations, fundraising and grants gratefully received from County Councillor Liz Bowes – Members' Community Allocation, The Beatrice Laing Trust and Pebbles Grant from Rank Foundation.

**Mission giving in 2023**

| Mission Partner | Amount |
|---|---|
| St Michael's Church Sheerwater | £1,000 |
| Safe Families – Cherith Withington | £1,000 |
| CMS – Malcolm Pritchard/Simon and Sarah Cawdell | £1,000 |
| Project Return | £216 |
| Engage Woking Schools | £500 |
| **Total** | **£3,716** |

*Louise Webb (Treasurer) and Jonathan Thomas (Vicar)*

## PARISH FINANCIAL STATEMENTS (Please see separate booklet)

## PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - SECRETARY

The PCC met four times in 2023 (January, March, June and September). Most meetings follow a similar format: a reflection on a Bible passage followed by prayer, finance, safeguarding, church development and updates on past activities and future events.

Examples of the topics discussed during the year were:

- Annual meetings and the make-up of the two DCCs and St Peter's Council
- Fees for weddings, baptisms, and funerals etc
- Parish giving campaign
- Appointment of Caroline Harvey as Parish Administrator
- St Peter's Chancel Open Space
- Ordination of Rachel Johnson and Lucy Bush
- Energise services
- Deanery Synod activities
- Organist fees
- The many and varied services at our three churches
- Mission and activities of our mission partners
- Children and youth activities
- Church Development – All Souls', St Mark's and St Peter's
- Parish Vision based around: 'Lighthouse' (shining out), 'Harbour' (welcoming home) and 'Lifeboat' (guiding in)

*David Wilde, PCC Secretary*

## CHURCHWARDENS' REPORT

2023 was another eventful year for the parish and the nation.

We started the year with the sad death of Mick Moorse, a much loved member of our parish who with his late wife Pat had served in the parish over many years, latterly in the capacity of an Ordained Local Minister. Sadly another much loved member of the parish, Olive Park, died during the year. She had run the Women's Fellowship group for many years and had also run the Sunday School at St Marks. They will be much missed by the parish and all who knew them.

We welcomed Caroline Harvey to the role of Parish Administrator. We would like to take this opportunity to thank her for all she does to support both the ministry team and us as church wardens in the parish.

This year we launched a new vision statement 'Shining out, Guiding in and Welcoming home'.

We celebrated with the rest of the nation King Charles III's Coronation both with services throughout the parish and a community garden party at St Mark's.

We welcomed Lucy Bush as our new curate along with her family and it has been great to get to know the whole family and see how they are already very much part of our parish life. It was also a joy to see Rachel Johnson ordained as an Ordained Local Minister in the parish.

We were fortunate as a parish to welcome two of our mission partners, Malcolm Pritchard (who was coming to the end of his service in Uganda) and, Cherith Withington. It was great to hear how God is working both here and abroad.

At St Peter's Church the Chancel Open Space project work was started and completed and has been put to good use both for regular services and events.

We can't conclude this report without saying thank you to the ministry team supported by Occasional Worship Leaders and preachers for leading the parish through another year. Also, a big thank you all who have stood over the last year on the PCC and DCCs and, others who have served in any way supporting the parish in 2023.

I would like to thank Pauline for composing the bulk of this year's report. I have come to the end of my six year tenure as warden and hope to be handing the role on to someone else in due course. It is amazing how quickly six years have flown by and how much has happened in that period. Of course Covid was the most difficult and challenging time which took us all by surprise, and we all worked hard to adapt to the many challenges it brought.

I would like to thank everyone who has helped and supported me in my role as warden, you have been very much appreciated. We are all a team, one that I am very proud to be a part of, the family of God in this parish. I pray God that he will bless us and our churches in the years to come.

*Pauline Wilde and Mark Lemprière*

## ELECTORAL ROLL

We had a completely new Electoral Roll in 2019, but there has not been much change since then. Obviously some people have passed away or moved to another area. Here are the figures for the three churches and the parish as a whole for the Electoral Roll 2024:

| | (New ER) | | | | | |
|---|---|---|---|---|---|---|
| | **2019 Total** | **2020 Total** | **2021 Total** | **2022 Total** | **2023 Total** | **2024 Total** |
| **St Peter's** | 84 | 85 | 86 | 82 | 83 | 82 |
| **St Mark's** | 32 | 32 | 32 | 31 | 31 | 28 |
| **All Souls'** | 25 | 25 | 25 | 23 | 23 | 23 |
| **Unspecified** | 3 | 3 | 3 | 3 | 3 | 3 |
| **TOTAL** | **144** | **145** | **146** | **139** | **140** | **136** |
| **APCM date:** | 30/4/19 | 20/10/20 | 11/5/21 | 10/5/22 | 30/4/23 | 28/4/24 |

*Brigitte Morton*

## DEANERY SYNOD

Another quite a busy year for our Deanery Synod, whose aim is to help all of us as we endeavour to follow Jesus Christ in our personal and Parish lives, so there were three formal synod meetings involving our parish, with rather more Chapter meetings for any of our deanery ministry to share information, ideas, support each other and pray together. There were also a number of meetings of the Deanery Synod Leadership Team (DLT) to organise everything. With all this activity, there is much encouragement thus in evidence for our wider Christian fellowship for us here around Woking, and not just that of our South Woking Parish on its own. And also, as part of the Diocesan framework for running all of their parishes, including appointing ministry and any re-organisations of parish boundaries, your Deanery representative are able and are encouraged to have a say on such matters on your behalves too.

Geoff Pugh, Jenny Jones and Dr Anthony Morton continued as formal representatives for our Parish, with Geoff also continuing in his work as the Lay Chair of the Synod, in support of Revd Mark Wallace as our Area Dean and also for the running of the DLT.

As last year, we had three Deanery Synod meetings, all of which were open to all area church members, and all were well supported over and above formal representatives of each parish. They were quite different in their agendas, although each one always ends with a short focus on the business affairs for running our Deanery by the various officially elected representatives attending.

The first meeting on Tuesday 31st January was held over Zoom. Partly experimental, to encourage those reluctant to travel about on a dark winter night, and also to see if there was any change in the nature of involvement of our Synod members in this way, either for the better or the worse.

In fact the meeting was well attended and regarded as an acceptable option that could be used on occasion. In the first part, various prepared topics were raised and presented for general discussion. These included the experience of Knaphill running their Community Fridge, the operation of a kitchen especially for those in need at Goldsworth Park, and the broader public café running at Christchurch in the town center. Also raised was the idea of a 'Winter Coat' project for our Deanery, and about special focus on providing ministry for teenagers as they pass church buildings and centres at the end of their day. Breakout groups were then run to look for possible follow ups for some of these initiatives, and the meeting then reconvened for final questions and a summing up.

The second on Thursday 8th June, was at Christ Church. This was in the form of a workshop on running small groups in parishes, led by Richard Lloyd, Head of the Diocesan Mission Enabler Team. The context was that our Deanery went last year through a Parish Needs Process, the principal role of which was to give direction on vision, mission and ministry.to help parishes think strategically about where to grow and invest. One output was our own church development plan for our parish. However, some four out of five of other churches in our Deanery had then focussed on needing one other priority area, about further developing their small group ministry, much as we have our Connect Groups and Morning Prayer online groups already working in our Parish.

Richard reminded all at the workshop that the focus of small group ministry is on growing disciples. The meeting split into informal workgroups, where Richard then presented, for the groups to work on, much theory and biblical context for growing disciples. He similarly offered many suggestions for models of how to proceed in practice, again for the informal work groups present there to consider further for their own parishes.

The third Deanery Synod was on Tuesday 3rd October, and was led by Rev. Dr. John Valentine, Dean of the Diocesan Local Ministry Programme. He gave a lively presentation and explanation of the Diocese's new lay training plan and how it could benefit our parishes, with much lively questions and answer and general audience discussion following. We have parish members here already pursuing this training.

Finally, a reminder, as ever, that Bishop Andrew and our Arch Deacons often express how keen they are to hear directly more from the laity across their Deaneries. This can be initially, but not necessarily solely, through your formally appointed lay representatives at Synod.

*Geoff Pugh, Deanery Synod Representative for St Peter's, and Deanery Lay Chair*

## PASTORAL TEAM

During 2023 the pastoral team of Allison McFarlane, Brenda Cox, Carol Whitehorn and Pauline Wilde supported people, many of whom are no longer able to attend church regularly, either with a home visit or a telephone call. We are there also to support you by being a listening ear or if there is anything you feel we can help you with, our contact numbers are on the back of Notes & News.

Connections Café continued to meet monthly with a varied programme of activities, a reflection based on the 'hymns we love' and a lovely tea provided for us by Rosemary Titcombe.

During the year we also restarted a Bereavement Support Group for those who have recently been bereaved. It meets monthly and is led by Jonathan and Brenda Cox, those who have attended the group have found it very helpful.

*Pauline Wilde*

## PARISH SAFEGUARDING OFFICER

Looking back over the last year, I am pleased to report that, as a church, we have continued to make good progress in implementing the safeguarding policies and practices required of us by the Church of England. In this we are supported by the Safeguarding team in the Diocese of Guildford. They send regular updates and offer training sessions (many easily accessible via Zoom) to help us implement any changes. They answer any queries promptly and are on hand to advise in particular situations.

Jonathan and I have held regular meetings to look at the safeguarding needs of the parish. We update the Parish Dashboard – as explained in earlier reports, this on-line tool makes parishes aware of its safeguarding needs and produces action plans to implement the various stages. (the Parish Dashboard is used by most dioceses in the Church of England and Guildford Diocese is in the top three dioceses, with many of its parishes having achieved Level 3, including the Parish of St Peter Woking).

I have prepared safeguarding reports for PCC meetings, which I attend as PSO & PCC member for St Mark's Church. I have ensured that the PCC is aware of its safeguarding responsibilities. All church activities have been authorised by the PCC, with risk assessments in place and leaders and helpers properly recruited and DBS checked as appropriate. Non-church activities taking place in our premises have been authorised by the PCC and we are in the process of ensuring that these groups have a hire agreement in place which includes a signed safeguarding addendum. Level 3 of the dashboard requires us to create and maintain safer environments for everyone. To this end, we have sent out the relevant section of the Safeguarding Handbook (A Safer Environment & Activities) to all group leaders so that they and their helpers are able to read it.

I continue to carry out new DBS checks and renewals. Owing to extra responsibility at work, Kirsty Angus stepped down from her role as Safeguarding Training Officer. I have taken over that responsibility. The training pathway which sets out the training needed for each role was updated in October 2023. Please may I encourage church members to undertake or refresh the training required of the role they perform.

As members of God's family in this parish, we all play a part in the care and protection of those we serve. Safeguarding is an integral part of the life of our church, there to keep us and those for whom we care, safe from harm.

*Kay Dodds, PSO & DBS Validator*

## 2. ST PETER'S REPORTS

### LIFE AT ST PETER'S

The main event at St Peters in 2023 was the Chancel Open Space project. The work was completed in March and a dedication service was held in December when all the money to fund the project had been raised. The chancel has been used regularly since the reordering for our fortnightly BCP evening services. We have welcomed both MbM Community Gospel choir and Opera Anywhere who have used the space to put on performances.

The bell tower had an open session for people to have a go at ringing and from the event they gained a couple of regular ringers. We are certainly grateful to the bell tower team who regularly call us to worship on a Sunday morning.

We held a fellowship lunch on St George's Day as a thank you to Helen and Martin Maguire as they moved from the parish. We are grateful to both of them for the many ways they have served both St Peters and the wider parish.

During 2023 we have welcomed many visitors to our services. We have continued to have Energise a service for families and Energise plus a café style service.

It was a real joy to celebrate Rachel Johnson's ordination as a Locally Ordained Minister and also to welcome Lucy Bush as Curate and her family to the parish and ministry team.

We celebrated King Charles iii coronation with a service of thanksgiving which was attended by the local mayor.

At our Harvest service the non-perishable food donated was given to the South Woking Foodbank to be distributed to those in need.

As in past years we supported the work of Operation Christmas Child by donating shoeboxes full of items e.g. hats, scarfs and toys etc. We had a craft fair which was well supported by the local community.

The Christmas services were well attended especially the Christingle and Guide Dog for the Blind services.

I would like to thank those who have served on various rotas to keep the church clean, to welcome us and to serve us with refreshments, as well as the many other behind the scenes jobs.

*Pauline Wilde*

### PREMISES

The premises committee met 3 times during 2023. We continued to work through the Quinquennial Inspection list of jobs. The main work carried out during 2023 was the Chancel Open Space project. The choir stalls were removed by a working party and the pews were sold. A special 'thank you' to those who carried out the pew removal preparing the area for the builders. The work was completed in March 2023.

The Churchyard and Jubilee Garden of Remembrance upkeep has been mainly carried out by Community Payback team although they have been sporadic in 2023 due to staffing issues.

Windows in the Church centre continue to be of concern and some DIY work was done to stem the rot, but this is only a temporary fix, more extensive work needs to be done in the coming years. Quotes were obtained to repaint the windows and it is hoped that this will take place in 2024.

The ceiling in the gallery was repaired. The insurance company covered most of the cost of the repair.

The Quinquennial inspections for Church and Church Centre were carried out in August – with the exception of the Church Centre windows and doors only minor actions were needed for both buildings in the short term.

An environmental audit was carried out on the Church Centre.

The committee also discussed the possible upgrade of the sound system, but no decision has been taken as yet.

We would like to thank Martin Maguire for all he has done with the premises over the years and we thank Martin Whipp who has now come onto the committee has taken on many of the small jobs. We would also like to thank all the volunteers who are on the church cleaning rota and also those who help with working parties.

*Pauline Wilde*

## 3. ST MARK'S REPORTS

### LIFE AT ST MARK'S

It was great to welcome Lucy as our new Curate in July and also to welcome several new or returning members during the year. Attendance has declined slightly, mainly due to a number of people being unable for various reasons to attend as regularly as in previous years. Sadly our longest serving member, Olive Park, passed away in November, having taught countless numbers of Sunday School children and run Women's Fellowship for many years. She was a friend to everyone and is greatly missed.

During the year St Mark's hosted several parish-wide events, including a Pancake Café on Shrove Tuesday, an open-air service on Good Friday, the Sunrise Service on Easter Day, a Light Beacon on Westfield Common at Hallowe'en and several Holiday Fun and Movie Nights for children and parents. A highlight of the year was the Coronation Garden Party in May, run jointly by our parish and the New Life Church. This was a very enjoyable occasion, with over 200 people attending. We also held a Harvest Lunch and ran a Tearfund Big Quiz Night in October. The outdoor Carols by Firelight service with the Bisley Almac Brass Band and a Community Choir was well-attended. TOTS Toddler Group continued to flourish and the after-school Refresh Café for children and parents continued to attract good numbers.

Our thanks go to the Ministry Team, the DCC members, and all who help run our services and events and maintain our buildings and grounds.

*Rosemary McCrum*

### PREMISES

Routine maintenance and repairs were carried out satisfactorily. We continued to employ cleaners once a week and a gardener to cut the grass; they all give an excellent service. The SCC Community Payback team came to St Mark's on several Thursdays and, together with the local wildlife volunteers, started to open up the woodland area and make a pathway. We are hoping that this will in due course become a useful community amenity.

The 5 yearly electrical inspection was carried out in June; all was satisfactory with no further work required. A local company was engaged to supply new fire extinguishers and other fire safety items, and we agreed an annual maintenance contract with them. The DCC carried out the annual Premises Inspection in July. The main concern was slipped and damaged tiles on parts of the roof. A roofer was consulted and maintenance work was scheduled for early 2024 at a cost of £635.

Lettings increased during the year and we put up the hourly charge to help meet the increased energy costs. Regular hirers were Surrey Community Dance, Slimming World, two art groups, the 10th Woking Brownies and Woking Snorkel and Scuba. A total of 38 children's parties, meetings and other single event bookings took place during the year. We were pleased to host the Woking Repair Cafe on two Saturday mornings and we benefited from extra bookings during the summer to accommodate Community Centre clients unable to meet at their usual venue because of building work.

*Rosemary McCrum*

## 4. ALL SOULS' REPORTS

### LIFE AT ALL SOULS'

Following the busyness of the centenary celebrations of All Souls' in 2022, 2023 was a very quiet year for the church. It was lovely to welcome Paul Stanistreet on to the preaching team, following his attendance on the diocesan occasional preachers training. Paul brings great thoughtfulness to his sermons which the congregation really appreciates.

We held an outdoor service in June by the new memorial garden, connecting with the natural world, which went down well. However, it was very warm even at 9.30 in the morning so the congregation all sat in the shade on one side apart from a couple of sun-lovers who sat in the sun! Our Remembrance Day service was well attended with 25 people including a number of villagers and we had the usual wonderful Christmas Eve Carol service with over 100 people.

As usual we participated in the Village Fete running the cake stall and hook-a-duck competition both of which were popular. Jonathan continues to attend the Sutton Green Village Committee which plays a very active role in village life.

Our numbers remain steady with 10-15 attending most weeks and there is lovely fellowship amongst our regulars. This has been helped by restarting having refreshments after church on the first Sunday of the month, though people stay and chat after the service even when there is no coffee!

We were sad to say farewell to Claire, Andrew and Emilia Lee who moved to Hampshire at the end of the year, after much involvement at All Souls' for many years. Everyone helps at All Souls' in some way, but particular thanks to Clive Boyle who does so much for our services and maintenance of the building.

*Jonathan*

## PREMISES

A quieter year than last without all the centenary events and memorial garden construction, so the premises team has been sitting back and enjoying this place of peace for worship and reflection in Sutton Green. With no major projects, work has been limited to routine maintenance and keeping the garden neat and tidy. It was of course a quinquennial year and after one false start (the inspector had the wrong day on his calendar) that was successfully completed in August. Pleased to report that there was nothing requiring urgent attention and an overall good report – a testimony to the quality of the build 100+ years ago – thank you Mr Tarrant! As predicted last time the little used and cold in winter church room will need some attention as the mould is back, though it looks as if Guy and Clive have fixed the leak that was contributing. Outside Clive has his eye on some trees that may be dying and will get an inspection done to see if any action is required.

The projects arising from Environment Team plans – compost heap, bug hotels, bicycle racks are progressing albeit slowly and the memorial garden, now becoming established, will require a bit of attention in the coming year.

*Clive Boyle*

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# Financial Statements of the Parochial Church Council

## For the year ended 31 December 2023

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2023**

**Independent examiner's report to the PCC of St. Peter, Woking**

This report on the accounts of the PCC for the year ended 31 December 2023, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2016 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and S.145 of the Act have been met. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Act and Regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144 (2) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

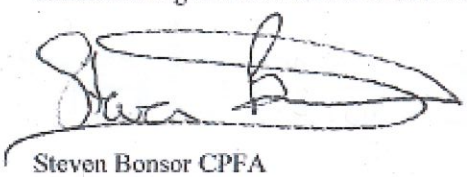
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 144 (2) of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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



Steven Bonsor CPFA
Independent Examiner

20/03/2024

## PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING

## BALANCE SHEET

## 31ST DECEMBER 2023

| | | 2023 | 2022 |
|---|---|---|---|
| **FIXED ASSETS** | | £ | £ |
| Tangible fixed assets | 4 | 57,000 | 57,000 |
| **CURRENT ASSETS** | | | |
| Debtors | 6 | 12,132 | 9,578 |
| Short term deposits | | 137,513 | 139,137 |
| Cash at bank | | 58,515 | 51,945 |
| | | 208,160 | 200,660 |
| **LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR** | 7 | 8,310 | 10,719 |
| **NET CURRENT ASSETS** | | 199,850 | 189,941 |
| **NET ASSETS** | | 256,850 | 246,941 |
| **FUNDS** | 8 | | |
| Unrestricted Funds | | 77,403 | 72,655 |
| Restricted Funds | | 122,447 | 117,286 |
| Property Fund | | 57,000 | 57,000 |
| | | 256,850 | 246,941 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR TO 31ST DECEMBER 2023**

| | Note | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2023 £ | 2022 £ |
|---|---|---|---|---|---|
| **INCOMING RESOURCES** | | | | | |
| *Incoming resources from donors* | 2(a) | 111,193 | 2,372 | 113,565 | 105,748 |
| *Other voluntary incoming resources* | 2(b) | 17,910 | 27,833 | 45,743 | 22,694 |
| *Income from charitable and ancilliary trading* | 2(c) | 32,511 | 2,201 | 34,712 | 30,549 |
| *Income from investments* | 2(d) | 1,001 | 2,996 | 3,997 | 1,137 |
| **TOTAL INCOMING RESOURCES** | | 162,615 | 35,402 | 198,017 | 160,128 |
| **RESOURCES USED** | | | | | |
| *Grants* | 3(a) | 5,393 | 2,100 | 7,493 | 5,167 |
| *Activities directly relating to the work of the church* | 3(b) | 128,290 | 3,403 | 131,693 | 126,206 |
| *Fund raising and publicity* | 3(c) | 1,376 | 14 | 1,390 | 1,314 |
| *Church management and administration* | 3(d) | 19,783 | - | 19,783 | 18,971 |
| *Building and restoration works* | 3(e) | 3,025 | 24,724 | 27,749 | 12,691 |
| **TOTAL RESOURCES USED** | | 157,867 | 30,241 | 188,108 | 164,349 |
| **NET INCOMING/(OUTGOING) RESOURCES** | | 4,748 | 5,161 | 9,908 | (4,221) |
| BALANCES BROUGHT FORWARD AT 1ST JANUARY | | 72,655 | 117,286 | 189,941 | 194,162 |
| **Transfer of restricted reserves (see page 10)** | | 0 | 0 | 0 | 0 |
| **BALANCES CARRIED FORWARD AT 31ST DECEMBER** | | 77,403 | 122,447 | 199,850 | 189,941 |

## ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2016 and in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charity Commission's Statement of Recommended Practice, Accounting and Reporting. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

### Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted Funds are those funds that have been designated by donors for a specific purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members. In 2023 following receipt of the Davenport legacy, two new restricted funds have been created, one for St Peter's church and the other for St Mark's; these funds will be used for PCC approved projects within the respective churches.

### Incoming resources

*Voluntary income and capital sources*

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income to which they relate is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by concerts, fêtes, jumble sales, quiz nights and similar events are accounted for gross. Sales of Appeal goods are accounted for gross.

*Other ordinary income*

Income from the use of church premises is recognised when the donation is paid

*Income from investments*

Gross dividends and interest are accounted for when received.

*Gains and losses on investments*

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

### Resources used

*Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Organisations that have been assisted by the PCC are listed in the Annual Report.

*Activities directly relating to the work of the church.*

The parish share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### Short Term Loan

short-term liabilities.

### Staffing / Employee Emoluments

In 2023 £12,561 was spent on staff emoluments, employing one part-time member of staff.

### Chancel Reordering Fund

Chancel reordering work was completed in 2023 and the project has now been funded in full. At 31st December balance of £390 reflects monies that will be used to cover final retention invoice that will be received in 2024.

### Scott Legacy

In December 2017 the PCC received a legacy of £113,763 from the will of the late Mr. Ray Scott. This legacy is restricted to meeting the costs of repair and maintenance of the fabric of St. Peter's Church. At 31st December the balance of the fund was £98,460. This balance is comprised of £67,208 held in The CBF Church of England Deposit Fund and £40,000 deposited with Boom Credit Union, less £8,748 owed to Parish for works already completed.

### Colbert Legacy

This legacy is unrestricted and at 31/12/23 an available balance of £22,997 was held on deposit with The CBF Church of England Deposit Fund.

## 1 ACCOUNTING POLICIES (CONTINUED)

**Davenport Legacy**

In June 2023 the PCC received a legacy of £5,000 from the will of the late Mr Frank Davenport. The legacy has no restrictions and the PCC have chosen to split the legacy and allocate it to a Restricted fund in each church.

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011 In order to reflect the fact that St. Mark's Church and St. Peter's Church Centre are vested in the Guildford Diocesan Board of Finance as Custodian of the PCC the costs of these two properties (£17,000 and £40,000 respectively) have been included in a Property Fund at cost.

Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church Inventory which can be inspected. For inalienable property acquired before 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired after 1st January 2001 are capitalized and depreciated in the accounts over their anticipated useful economic life as this occurs.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £500 or less are written off when the asset is acquired.

*Current assets*

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

## 2 INCOMING RESOURCES

| | Unrestricted Funds | Restricted Funds | TOTAL FUNDS 2023 | 2022 |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| 2(a) *Incoming resources from donors* | | | | |
| Planned giving: | | | | |
| Regular Giving (Gift Aid) | 61,522 | - | 61,522 | 61,897 |
| Income Tax Recoverable | 23,661 | 2,372 | 26,033 | 17,941 |
| Regular Giving (non-Gift Aid) | 13,636 | - | 13,636 | 11,690 |
| Collections | 9,983 | - | 9,983 | 12,318 |
| Gift days | 2,391 | - | 2,391 | 1,902 |
| | 111,193 | 2,372 | 113,565 | 105,748 |
| 2(b) *Other voluntary incoming resources* | | | | |
| Grants | 1,000 | 7,930 | 8,930 | 5,944 |
| Legacy | 1,000 | 4,000 | 5,000 | - |
| Donations and appeals | 14,417 | 15,135 | 29,552 | 14,382 |
| Fund raising events | 1,493 | 768 | 2,261 | 2,368 |
| | 17,910 | 27,833 | 45,743 | 22,694 |
| 2(c) *Income from charitable and ancilliary trading* | | | | |
| Use of Premises | 27,606 | 2,201 | 29,807 | 27,540 |
| Fees | 4,893 | - | 4,893 | 3,009 |
| Sale of goods | 12 | - | 12 | - |
| | 32,511 | 2,201 | 34,712 | 30,549 |
| 2(d) *Income from investments* | | | | |
| Dividends and interest (gross) | 1,001 | 2,996 | 3,997 | 1,137 |
| **TOTAL INCOMING RESOURCES** | **162,615** | **35,402** | **198,017** | **160,128** |

| 3 | RESOURCES USED | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2023 £ | 2022 £ |
|---|---|---|---|---|---|
| 3(a) | *Grants* | | | | |
| | Donations | 778 | 2,100 | 2,878 | 1,160 |
| | Missionary and charitable giving Church overseas: | | | - | |
| | - missionary | 1,216 | - | 1,216 | 2,216 |
| | - relief and development agencies | 566 | - | 566 | - |
| | Home missions and other church societies | 2,000 | - | 2,000 | 1,500 |
| | Local | 833 | | 833 | 291 |
| | | 5,393 | 2,100 | 7,493 | 5,167 |
| 3(b) | *Activities directly relating to the work of the church* | | | | |
| | Ministry: parish share | 82,832 | - | 82,832 | 80,456 |
| | clergy expenses | 1,620 | - | 1,620 | 1,042 |
| | clergy houses | 7,397 | - | 7,397 | 766 |
| | Church running expenses | 21,374 | - | 21,374 | 18,403 |
| | Church maintenance | 971 | 462 | 1,433 | 4,629 |
| | Church Centre running expenses | 4,692 | - | 4,692 | 6,686 |
| | Church Centre maintenance | 2,509 | - | 2,509 | 5,345 |
| | Organist and organ maintenance | 5,482 | 2,459 | 7,941 | 6,597 |
| | Training | 664 | - | 664 | 285 |
| | Books and Children's Resources | 749 | 482 | 1,231 | 1,997 |
| | | 128,290 | 3,403 | 131,693 | 126,206 |
| 3(c) | *Fund raising and publicity* | | | | |
| | Costs of fund raising | 1,132 | 14 | 1,146 | 1,314 |
| | Publicity | 244 | - | 244 | - |
| | | 1,376 | 14 | 1,390 | 1,314 |
| 3(d) | *Church management and administration* | | | | |
| | Parish Administration | 1,972 | - | 1,972 | 2,173 |
| | Employee Costs | 12,560 | - | 12,560 | 12,121 |
| | Printing and stationery | 5,251 | - | 5,251 | 4,677 |
| | | 19,783 | - | 19,783 | 18,971 |
| 3(e) | *Building and restoration works* | | | | |
| | Building contractors | - | 16,866 | 16,866 | - |
| | Professional fees | 3,025 | 773 | 3,798 | 2,415 |
| | Depreciation | - | - | - | - |
| | Event Expenses - (2023 Chancel Project; 2022 All Souls' Memorial Garden) | - | 7,085 | 7,085 | 10,276 |
| | | 3,025 | 24,724 | 27,749 | 12,691 |
| | **TOTAL RESOURCES USED** | **157,867** | **30,241** | **188,108** | **164,349** |

## 4 FIXED ASSETS FOR USE BY THE PCC

| | | Freehold land and buildings | Church equipment | Total |
|---|---|---|---|---|
| | | £ | £ | £ |
| *Tangible fixed assets* | | | | |
| Actual or deemed cost at 1st January 2023 | | 57,000 | 71,019 | 128,019 |
| | Additions | - | - | - |
| | Disposals | - | - | - |
| | at 31 December 2023 | 57,000 | 71,019 | 128,019 |
| Depreciation | at 1 January 2023 | - | 71,019 | 71,019 |
| | Change for the year | - | - | - |
| | at 31 December 2023 | - | 71,019 | 71,019 |
| Net Book Value | at 31 December 2023 | 57,000 | 0 | 57,000 |
| | at 31 December 2022 | 57,000 | 0 | 57,000 |

## 5 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total |
|---|---|---|---|
| | £ | £ | £ |
| Fixed assets | 57,000 | - | 57,000 |
| Current assets | 85,713 | 122,447 | 208,160 |
| Current liabilities | 8,310 | - | 8,310 |
| | 134,402 | 122,447 | 256,849 |

## 6 DEBTORS

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Income tax recoverable | 9,865 | 7,920 |
| Other debtors | 2,267 | 1,658 |
| | 12,132 | 9,578 |

## 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2023 | 2022 |
|---|---|---|
| Creditors and Accruals | 8,215 | 10,610 |
| Other creditors | 95 | 109 |
| | 8,310 | 10,719 |

## 8 FUND DETAILS

The Restricted Funds comprise:

| | 2023 | 2022 |
|---|---|---|
| Scott Legacy | 98,460 | 97,657 |
| All Souls' Restricted Fund | 12,966 | 10,459 |
| Parish`Parish Support Fund | 1,765 | 1,541 |
| Chancel Reordering Fund | 390 | 7,133 |
| Children and Families' fund | 0 | 496 |
| St Peter's Restricted Fund | 7,866 | - |
| St Mark's Restricted Fund | 1,000 | - |
| | 122,447 | 117,285 |
| Unrestricted Fund (comprising General Funds of all three churches) | 77,403 | 72,655 |

## PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2023 ACCOUNTS

### PARISH GENERAL FUND

| | | 2023 £ | 2022 £ |
|---|---|---|---|
| **INCOME** | | | |
| Regular Giving (Gift Aid) | | 61,522 | 61,897 |
| Income tax recoverable | | 23,661 | 16,723 |
| Regular Giving (non-Gift Aid) | | 13,636 | 11,690 |
| Collections | | 9,983 | 12,318 |
| Gift days | | 2,391 | 1,902 |
| Grants received | | 1,000 | 3,844 |
| Donations and appeals | | 14,417 | 9,091 |
| Legacies | | 1,000 | - |
| Fund raising events | | 1,493 | 91 |
| Use of Premises | St. Peter's | 15,917 | 16,046 |
| | St. Mark's | 11,689 | 10,794 |
| | All Souls | - | 200 |
| Fees | | 4,893 | 3,009 |
| Sale of goods | | 12 | - |
| Colbert Legacy interest | | 1,001 | 286 |
| **TOTAL INCOME** | | **162,615** | **147,891** |
| **EXPENDITURE** | | | |
| Donations | | 778 | 640 |
| Missionary and charitable giving | | 4,615 | 4,007 |
| Ministry: parish share | | 82,832 | 80,456 |
| clergy expenses | | 1,620 | 1,042 |
| clergy houses | | 7,397 | 766 |
| Parish Administration | | 1,972 | 2,173 |
| Employee Costs | | 12,561 | 12,121 |
| Church running expenses | St. Peter's | 8,906 | 11,738 |
| | St. Mark's | 9,929 | 5,546 |
| | All Souls' | 2,538 | 1,119 |
| Church maintenance | St. Peter's | 288 | - |
| | St. Mark's | 683 | 1,874 |
| | All Souls' | - | - |
| | | 4,692 | 6,686 |
| Church Centre maintenance | | 2,509 | 5,345 |
| Organist and organ maintenance | | 5,482 | 5,700 |
| Training | | 664 | 285 |
| Books & Children's Resources | | 749 | 783 |
| Events Expenses | | 1,132 | 1,164 |
| Publicity | | 244 | - |
| Printing and stationery | | 5,251 | 4,677 |
| Building contractors | | - | - |
| Professional fees | | 3,025 | 152 |
| Depreciation | | - | - |
| **TOTAL EXPENDITURE** | | **157,867** | **146,274** |
| **SURPLUS/(DEFICIT)** | | 4,748 | 1,617 |
| Brought forward 1st January | | 72,655 | 71,038 |
| **Balances at 31st December** | | **77,403** | **72,655** |

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2023 ACCOUNTS

OTHER RESTRICTED FUNDS

| | Children's & Families' Fund | | Scott Legacy | | All Souls Restricted Fund | | Parish Support Fund | | Chancel Re-ordering | | St Peter's Restricted Fund | | St Mark's Restricted Fund | | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME** | **2023 £** | **2022 £** | **2023 £** | **2022 £** | **2023 £** | **2022 £** | **2023 £** | **2022 £** | **2023 £** | **2022 £** | **2023 £** | **2022 £** | **2023 £** | **2022 £** | **2023 £** |
| Regular Giving (Gift Aid) | - | | - | - | - | - | | | | | | | | | |
| Income tax recoverable | - | - | - | - | 275 | 25 | 38 | 533 | 2,059 | 660 | - | - | - | - | 2,372 |
| Gift Days | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Grants Received | - | - | - | | | 2,100 | - | - | 7,423 | - | 507 | - | - | - | 7,930 |
| Funds from General Fund | - | - | - | - | - | - | - | - | - | - | | - | - | - | - |
| Donations and appeals | - | - | - | - | 162 | 1,277 | 2,286 | - | 12,187 | 4,014 | 500 | - | - | - | 15,135 |
| Legacies | - | - | - | - | 2,000 | - | - | - | - | - | 1,000 | - | 1,000 | - | 4,000 |
| Fund Raising Events | - | - | - | - | - | - | - | - | 160 | 2,277 | 608 | - | - | - | 768 |
| Use of premises | - | - | - | - | - | - | - | - | - | 500 | 2,201 | - | - | - | 2,201 |
| Fees | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Sale of Goods | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Dividends and interest (gross | - | - | 2,926 | 835 | 70 | 16 | - | - | - | - | - | - | - | - | 2,996 |
| | | | | | | | | | | | | | | | - |
| **TOTAL INCOME** | - | - | 2,926 | 835 | 2,507 | 3,418 | 2,324 | 533 | 21,829 | 7,451 | 4,816 | - | 1,000 | - | 35,402 |
| | | | | | | | | | | | | | | | - |
| **EXPENDITURE** | | | | | | | | | | | | | | | |
| Donations | - | - | - | - | - | - | 2,100 | 520 | - | - | - | - | - | - | 2,100 |
| Employee Costs | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Books & Children's Resource | 482 | 1,214 | - | - | - | - | - | - | - | - | - | - | - | - | 482 |
| Church Running Expenses | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Church Maintenance | - | - | 462 | 2,755 | - | - | - | - | - | - | - | - | - | - | 462 |
| Church Centre Running Exp | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Organ & Piano Maintenance | - | - | 1,161 | 897 | - | - | - | - | 1,298 | - | - | - | - | - | 2,459 |
| Clergy Expenses | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Training | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Event Expenditure | 14 | - | - | - | - | 10,276 | - | - | 7,085 | 150 | - | - | - | - | 7,099 |
| Contractors | - | - | 500 | - | - | - | - | - | 16,366 | - | - | - | - | - | 16,866 |
| Professional Fees | - | - | - | - | - | - | - | - | 773 | 2,263 | - | - | - | - | 773 |
| **TOTAL EXPENDITURE** | 496 | 1,214 | 2,123 | 3,652 | - | 10,276 | 2,100 | 520 | 25,522 | 2,413 | - | - | - | - | 30,241 |
| **SURPLUS/(DEFICIT)** | (496) | (1,214) | 803 | (2,817) | 2,507 | (6,858) | 224 | 13 | (3,693) | 5,038 | 4,816 | - | 1,000 | - | 5,161 |
| Brought Forward | 496 | 1,710 | 97,657 | 100,474 | 10,459 | 17,317 | 1,541 | 1,528 | 7,133 | 2,095 | - | - | - | - | 117,286 |
| Funds to General Fund/St Peter's Restricted fund | - | - | - | - | - | - | - | - | (3,050) | - | 3,050 | - | - | - | - |
| **Balances at 31st December** | **0** | **496** | **98,460** | **97,657** | **12,966** | **10,459** | **1,765** | **1,541** | **390** | **7,133** | **7,866** | **0** | **1,000** | **0** | **122,447** |

## Appendix showing disposition of Short Term Deposits and Cash at Bank as at 31st December 2023

| | Bank or Deposit Taker | Balance at 31/12/23 | Balance at 31/12/22 |
|---|---|---|---|
| **Short Term Deposits** | | | |
| All Souls' | Barclays Bank | 7,308 | 12,857 |
| St. Mark's | Santander Bank | - | 2 |
| Colbert Legacy | CCLA | 22,997 | 21,996 |
| Scott Legacy | CCLA*** | 67,208 | 64,282 |
| Scott Legacy | Boom ! Credit Union | 40,000 | 40,000 |
| Total | | 137,513 | 139,137 |
| **Cash at Bank (current accounts)** | | | |
| All Souls' | Barclays Bank | 11,742 | 10,614 |
| St. Mark's | Santander Bank | 11,588 | 21,172 |
| Parish of St. Peter, Woking | Santander Bank | 35,185 | 20,160 |
| Total | | 58,515 | 51,945 |

*** £8,748 of the Scott legacy bank balance belongs to the parish for works completed but currently paid from the Parish bank account.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER, WOKING**

England & Wales - Charity number 1127922

# Accounts

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# ANNUAL REPORT
# of the PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS (in separate booklet)

**For the year ended 31 December 2022**

**Priest in Charge**
Revd. Jonathan Thomas
The Vicarage
66 Westfield Road
Woking
Surrey
GU22 9NG

**Bankers**

*St Peter's and St Mark's*
Santander Bank
Bridle Road,
Merseyside
GIR 0AA

*All Souls'*
Barclays Bank
Church Street East
Woking
Surrey
GU21 6AE

**Independent Examiner**
Steve Bonsor

**PARISH CHURCH**
St Peter's, Old Woking

**DISTRICT CHURCHES**
All Souls', Sutton Green
St Mark's, Westfield

# ANNUAL REPORTS FOR 2022

## Introduction

The Parochial Church Council (PCC) is a Charity which has been registered with the Charity Commissioners since 2009. The Charities Act 2016 regulates the way in which the PCC must report to its local congregation and the public at large. The report and accounts for 2022 are presented in a format that complies with the requirements of the Charities Act 2016.

## Parish Aims and PCC organisation

Our purpose is to make disciples of Jesus Christ in the Parish of St Peter, Woking and to support our mission partners in other countries in their disciple-making ministries.

The PCC co-operates with the clergy in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the financial affairs of the church, and for the maintenance and insurance of:

- The three churches and their contents
- The St Peter's Church Centre and its contents.

The PCC meets at least four times a year and is assisted by a considerable amount of committee work, particularly with regard to the day-to-day business of the district churches.

All the statutory disclosure information and details of the various committees are set out on page 2 of this report.

## The Accounts

The consolidated accounts of the parish, having been examined by the Independent Examiner, have to be approved by the PCC and then presented to the Annual Parochial Church Meeting. The format of the accounts set out on pages 2 to 10 of the separate booklet conforms to the provisions of the Charities Act 2016 and the Church Accounting Regulations 2006. The combined income of the parish has exceeded the threshold of £100,000, and therefore the accounts have been prepared on the accruals basis, in accordance with the regulations laid down by the Charities Act 2016.

Receipts and payments are analysed into Restricted Fund activities and Unrestricted Funds. Restricted Fund income relates to a specific purpose. The funds of All Souls', Sutton Green and of St Mark's, Westfield are Restricted Funds. Unrestricted funds are those that the PCC can allocate as they consider appropriate.

## STATUTORY DISCLOSURES:

**Membership of the Parochial Church Council (PCC):-**

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting or the Annual District Church Meetings in accordance with the Church Representation Rules, or co-opted to the Council by the vote of its members. During the year the following served as members of the PCC:

## PCC MEMBERS SERVING JANUARY – DECEMBER 2022

| | | |
|---|---|---|
| Priest in Charge | Rev'd Jonathan Thomas | |
| Permission to Officiate | Rev'd Mick Moorse | |
| Licensed Lay Minister | Rachel Johnson | |
| Churchwardens | Mark Lemprière<br>Jacquie Still<br>Pauline Wilde | <br>To April 2022<br>From April 2022 |
| Elected members | Martin Maguire | Deputy Warden, St Peter's from April 2022 |
| | Rosemary McCrum | Deputy Warden, St Mark's |
| | Vacancy | Deputy Warden, All Souls' |
| | Martin Maguire | St Peter's representative to April 2022 |
| | Brenda Collard | St Peter's representative |
| | Caroline Harvey | St Peter's representative |
| | Brenda Cox | St Peter's representative from April 2022 |
| | Kay Dodds | St Mark's representative & PSO |
| | Patrick Phillipps | All Souls' representative |
| | Geoff Pugh | Deanery Synod representative |
| | Pauline Wilde | Deanery Synod representative to April 2022 |
| | Jenny Jones | Deanery Synod representative |
| | Anthony Morton | Deanery Synod representative from April 2022 |
| Co-opted members | Allen Taylor | Parish Treasurer to April 2022 |
| | Louise Webb | Parish Treasurer from Jun 2022 |
| | Jane Minney | PCC Secretary to April 2022 |
| | David Wilde | PCC Secretary from May 2022 |

## Committees

Standing Committee

This is the only committee required by law. It meets, as necessary, to transact the business of the PCC between meetings, subject to any delegated responsibilities made by the PCC.

The following committees are sub-committees of the PCC:

St Peter's Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Peter's Church, Old Woking.

All Souls' District Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to All Souls' Church, Sutton Green.

St Mark's District Church Council

This committee meets at least three times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Mark's Church, Westfield.

Finance Committee

This committee meets two times each year to facilitate the financial affairs of the parish and the consolidation and presentation of the parish accounts.

## Church Employees

There was one paid employee of the PCC. Helen Maguire (until 31 December 2022).

## Occasional Worship Leaders and Preachers

There are 7 Occasional Worship Leaders – Geoff Pugh, Brenda Cox, Jacquie Still, Caroline Harvey, Rosemary McCrum, Mark Lempriere, and Patrick Phillipps and 5 Occasional Preachers – Geoff Pugh, Jacquie Still, Jenny Jones, Andy Holcombe, and Mark Lempriere.

# Reports


| 1. | **PARISH REPORTS** | page |
|---|---|---|
| | Vicar's Report | 3 |
| | Children and Families Ministry Report | 5 |
| | Parochial Church Council of St. Peter, Woking – Treasurer's Report | 5 |
| | Missions Giving 2022 | 6 |
| | Financial Statements as of 31st December 2022 – (see separate booklet) | 6 |
| | Parochial Church Council of St. Peter, Woking – Secretary's Report | 6 |
| | Churchwardens' Report | 7 |
| | Electoral Roll Report | 8 |
| | Deanery Synod Report | 8 |
| | Pastoral Team Report | 9 |
| | Parish Safeguarding Officer's Report | 9 |
| **2.** | **ST PETER'S REPORTS** | |
| | Life at St Peter's Report | 10 |
| | Premises Report | 11 |
| **3.** | **ST MARK'S REPORTS** | |
| | Life at St Mark's Report | 11 |
| | Premises Report | 12 |
| **4.** | **ALL SOULS' REPORTS** | |
| | Life at All Souls' Report | 12 |
| | Premises Report | 13 |


## 1. PARISH REPORTS

### VICAR'S REPORT

It was lovely in 2022 not to have COVID disrupting parish life so much, where we could worship together every Sunday, run our various church and community groups and begin to rebuild finding a 'New normal' as we looked at in 2021, having lost so much during COVID.

We started to see more visitors and new people joining our services and some who hadn't come back to meeting in person since COVID return to in-person worship which was wonderful. It was great to have a good number of weddings again at St Peter's.

**Highlights**

Events across the churches are covered in each church's reports so I won't cover them all, but here are a few personal highlights.

- *All Souls' centenary celebrations*. It was great to have a focus on All Souls' this year, to have many visitors to our Flower Festival and Centenary service and for the church to get so visible thanks to the living wall of surfinias all summer. Our Memorial Garden looks amazing with the wonderful Memorial Stone in the middle and will be a lasting memory of the faithful witness of worshippers at All Souls' over the last 100 years.
- *Queen Elizabeth II's Platinum Jubilee celebrations*. I was so pleased to see Church Street and the car park full of people for the lighting of the Beacon and the wonderful numbers that came to the Jubilee Garden Party at St Mark's. Both events had a wonderful community atmosphere and helped make our churches and their witness to God more visible.
- *Environment Team*. I was so pleased we were able to get an Environment Team together this year as we start working together to see how we can better look after this wonderful world God has given us, and help our parish meet the Church of England target of

becoming net carbon zero by 2030. The team from across all 3 churches has come up with some good ideas, implemented some initiatives and is enthusiastically looking to the future as we work towards becoming an official 'Eco-church'.

- *Christmas.* We had encouraging numbers and a great atmosphere for our Guide Dog service and Christingle at St Peter's, and for the Christmas Eve Carol Service at All Souls'. It is so good to see our churches full with people celebrating the birth of our saviour. I think there is still a thirst for God in so many people that we want to meet as best we can.

These are highlights for me, because they are things dear to my heart, that show spiritual hunger and have enabled us to bring God and his kingdom to so many people in a variety of ways.

**Vision**

We began a process of seeking God for a new vision as we rebuild and reshape ourselves as a parish after COVID. We were supported by our Mission Enabler, Emma Coy, from the Diocese who helped shape the way we undertook the vision process. I was particularly excited at the way the vision team sensed God speaking to us when we gave time to listen to Him with the resulting Shining Out, Guiding In, Welcoming Home vision statement that we launched in early 2023 feeling very apt for our churches' ministry at this time.

I have felt excited about the future of our churches after some difficult years and sense shoots of growth around us, small though they may be at first. After all we trust in an eternal God who is faithful and wants us to join in with all that he is doing.

**People**

Ultimately the church is all about people – people who worship alongside us, who serve us, who we serve as we are God's people living in community. In singling out a few people I recognise there are many others who give so much to the church, often quietly and behind the scenes and I am grateful to each of you, but this year I want to particularly mention these people.

*Mick Moorse* – I have to start with the Revd Michael Moorse. Although Mick died in 2023, it was so early in the year it feels appropriate to write about him now. His death was a shock to all of us and I really miss him as a colleague and friend. In 2022 he thought a lot about death and resurrection and helped shape 2 sermon series we did in 2022 on Resurrection and the Second Coming which were very appropriate. Mick, with his wife Pat, ministered to so many people in this parish over the years and left an indelible mark in our souls, not least the way he wrestled with his suffering in his last few years, growing in his faith and trust in God and I am so grateful to Mick for all he taught me and challenged me on. We look forward to seeing you again Mick in all your glory!

*Helen Maguire* – Helen has been a wonderful administrator to the parish for many years and a great support to me since I came, providing calm advice and guidance, letting me know how things work and just getting on with all those behind the scenes things that make church life tick over smoothly. Helen stepped down from her role at the end of 2022 and I am very grateful for her administrative ministry.

*Pauline Wilde* – finding a churchwarden is never easy so when Jacquie Still finished her term in 2022 I was delighted that Pauline enthusiastically agreed to take on the role. She has been a real support to me and others, picking up the role well and growing into it, keeping on top of things and reminding me of things I sometimes forget about. It is great to have David Wilde as our PCC secretary too and of course Mark Lemprière as our other experienced churchwarden.

*Louise Webb* – finding a treasurer is also never easy, so after Allen Taylor moved away, I was delighted when Louise, who has been connected to St Peter's for many years, saw we needed a

treasurer and enthusiastically took on the role. She brings great experience, calmness, thoroughness, and good ideas.

*Matthew Rickard* – Matthew brought great joy to all through his musical accomplishments on the organ and piano in services and concerts, including his wonderful Classical Favourites concert in May. He was always gracious and a delight to work with and we miss him, though we will still see him from time to time. Following a recruitment process we were delighted that Trevor Aldridge became our main organist and he is developing well into the role.

*Rev'd Martin Smith* – Martin is a Self-supporting Minister from Christ Church and has been a great support to us in the year we had no curate, leading and preaching twice a month and providing consistency, calmness and warmth to our worship. It was lovely to have new worship leaders and preachers trained in 2022 – Jacquie Still, Caroline Harvey and Andy Holcombe are great additions to the team and bring freshness and their own individuality to our services. We are grateful to the ministry of Rev'd Rob Bennett who leads and preaches regularly, together with a few others like Ray Marks and Bev Hunt.

*All the saints* – I think of faithful members of our congregations who have gone to be with the Lord in 2022: Barbara Lanaway, Doreen McKinnon, Frank Davenport, and Audrey Angell. But all of you who are reading this are saints too, and I am grateful to each of you as you attend our services, serve God through our churches with your time, talents, prayers and finances, and bear witness to Christ's love through your lives. I look forward to all God is going to do in and through us in 2023.

*Jonathan*

## CHILDREN'S AND FAMILIES' MINISTRY

We were delighted to be able to get back to normal with Sunday School in 2022. This continues to run twice a month at St Peter's, led by Rachel and Louise with support from Eliot, Katie, Simon and Caroline, and monthly at St Mark's led by Libby and Sally. A taster session at St Peter's attracted several families, one of whom is now fairly regular. A highlight of the year was the St Peter's football nativity play! Energise has a small but faithful attendance and it's wonderful to see children and parents enjoying worshipping together. We continue to try and support families, including the many who come to Refresh Café, to grow in faith at home by giving them resources and ideas they can use together. We have had many good conversations at Refresh Café and supported those families in a variety of ways.

Y3 are a small group of 4 young people who meet regularly during term time to share fun, fellowship and faith. We have 1 regular leader and 1 slot for a regular leader which is filled by rotating volunteers, for which we are very grateful.

*Rachel & Sarah*

## PAROCHIAL CHURCH COUNCIL OF ST. PETER WOKING – TREASURER'S REPORT

Although our churches were fully open in 2022, the effect of COVID can still be seen, most notable is the fall in regular giving with many parishioners choosing to give by collection.

Unrestricted income was £147,891 and expenditure was £146,274 giving an overall surplus of £1,617 in 2022, compared to a deficit of £15,247 in 2021.

There were a few key items affecting this result:

- A £8,000 decrease in regular Gift Aid giving which was partly offset by a £5,300 increase in collections
- £5,800 increase in donations and appeals

- 2022 saw receipt of two grants, £2,000 from Surrey Community Action towards electrical works and £1,800 energy grant from the Diocese
- Expenses total was similar to 2021 but there were a number of notable differences; £13,400 clergy housing costs saved due to having no curate were offset by parish share returning to normal levels and increased costs, the largest of which was £4,400 increase in Church Centre maintenance mainly due to electrical works carried out in October 2022.

Although 2022 was an improvement on 2021, we hope our Shining Brighter Appeal will encourage people to review their giving so we have a solid base for the future.

Expenditure on Children's and Families' Ministry was only £1,214 in 2022, following our Children's and Families' Minister Robin Jones being made redundant in October 2021.

The Parish Support Fund was created in 2021 by transferring funds from the Coronavirus Support Fund set up in 2020 which was shown in the Main Parish Account.

A restricted fund for the St Peter's Chancel Reordering scheme was also set up in 2021 with some fundraising taking place in 2022. Construction work to create Chancel Open Space was carried out in March/April 2023 and we hope the project will be completed by end of May 2023.

Louise Webb joined us as treasurer from May 2022 following the resignation of Allen Taylor.

**Mission giving in 2022**

| **Mission Partner** | **Amount** |
|---|---|
| St Michael's Church Sheerwater | £1,000 |
| Church Army | £1,000 |
| CMS – Malcolm Pritchard | £1,000 |
| Project Return | £216 |
| Engage Woking Schools | £500 |
| Toilet Twinning | £124 |
| **Total** | **£3,840** |

*Louise Webb (Treasurer) and Jonathan Thomas (Vicar)*

**PARISH FINANCIAL STATEMENTS (Please see separate booklet)**

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - SECRETARY**

The PCC met four times in 2022 (January, March, June, and September), twice via Zoom and twice in person, also an email vote to approve the creation of the All Souls' memorial garden. Most meetings follow a similar format: a reflection on a Bible passage followed by prayer, finance, safeguarding, church development and updates on past activities and future events.

The key topics discussed during the year were:

- The appointment of Louise Webb to replace Allen Taylor as Parish Treasurer
- Co-option of Louise Webb to the PCC
- Platinum Jubilee celebration including the St Mark's Platinum Jubilee Garden Party
- All Souls' Centenary and Memorial Garden
- The vacant Rectory
- The progress of our Eco team activities

- St Peter's Chancel reordering
- Co-option of David Wilde to the PCC as PCC Secretary
- Annual meetings and the make-up of the two DCCs and St Peter's Council
- Replacement for Matthew Rickard as Parish Organist
- Service patterns following Covid-19
- The many and varied services at our three churches
- The rise in energy bills
- Mission and activities of our mission partners
- Children and youth activities
- Letting rates
- Church Development – All Souls', St Mark's, and St Peter's
- Parish Vision based around: 'Lighthouse' (shining out), 'Lifeboat' (guiding in), and 'Harbour' (welcoming home).

*David Wilde, PCC Secretary*

**CHURCHWARDENS' REPORT**

2022 was an eventful year both for our parish and our nation.

We would like to thank Jonathan and the ministry team supported by Occasional Worship Leaders and Preachers for leading the Parish through another year. We are grateful to Jacquie Still who stayed on another year and now is seeking God's call on her future.

It was a great joy after two years of not being able to worship at Easter in church due to COVID that in 2022 we were able to be back in church and celebrate the resurrection of our Lord and Saviour.

In June along with the nation we celebrated the Queen's Platinum Jubilee with two events: a light Beacon at St Peter's on June 2nd and a garden party at St Mark's in conjunction with New Life Church. Both events attracted members of the local community.

At the end of June we celebrated 100 years of All Souls' Church with a flower festival where the spectacular living wall of Surfina plants became a local land mark. The centenary service was attended by Bishop Andrew and many past and present members of All Souls'.

In July we said goodbye to Matthew Rickard, our parish organist, he had served as organist for 12 years.

We like, the whole nation, were shocked by the death of Queen Elizabeth II after seventy years of total dedication to the country, and Commonwealth and always showing how much her faith meant to her. Services were held in thanksgiving of her life.

All Souls' Memorial Garden was in place and dedicated on Remembrance Sunday and will act as a continuing memorial to those who gave their lives in the First World War.

We ended the year with a Christmas Tree Festival at St Peter's and well attended Christmas services at all three churches.

Our thanks goes to all the volunteers who have given their time in support of the parish in 2022.

*Pauline Wilde and Mark Lemprière*

## ELECTORAL ROLL

We had a completely new Electoral Roll in 2019, but there has not been much change since then.

Below are the figures for the three churches and the parish as a whole for the Electoral Roll 2023:

(New ER)

| | 2019 Total | 2020 Total | 2021 Total | 2022 Total | 2023 Total |
|---|---|---|---|---|---|
| **St Peter's** | 84 | 85 | 86 | 82 | 83 |
| **St Mark's** | 32 | 32 | 32 | 31 | 31 |
| **All Souls'** | 25 | 25 | 25 | 23 | 23 |
| **Unspecified** | 3 | 3 | 3 | 3 | 3 |
| **TOTAL** | **144** | **145** | **146** | **139** | **140** |
| | | | | | |
| **APCM date:** | 30/4/19 | 20/10/20 | 11/5/21 | 10/5/22 | 30/4/23 |

*Brigitte Morton*

## DEANERY SYNOD

As we endeavour to follow Jesus Christ in our personal and parish lives, it is sometimes easy to forget or overlook how much we also depend on, or can be encouraged by, or are needed to help, our immediate Christian fellowship around us here in Woking. This is as well of course as for our adopted mission partners in Africa, or for the people needs of such tragedies as the Middle East refugee crisis, or the Turkish earthquake. So, this is our Deanery Synod - it is our wider but still immediate community around our South Woking parish, and it is far more than just an administrative support mechanism for the Church of England and its Diocesan components through formal Synod meetings.

And what a year.

First, some significant people changes, with our Vicar Jonathan Thomas standing down early in the year as the Area Dean, and, after all due process, Revd. Mark Wallace (St Mary of Bethany) then appointed to take over from him. In our parish, Anthony Morton taking on a role as our Parish representative, following Pauline Wilde taking up churchwarden responsibilities here.

Second, there have been some changes of church parish memberships of our Woking Deanery, as ministry have retired or moved on, new appointments been made; changes which perhaps better reflect emerging population changes, resources and needs of our Deanery area.

Thirdly, as with other Deaneries, the Diocese has assisted us to reformulate our own exciting view of ourselves and our own mission roles - with the thinking of Fresh Expressions resulting in our new parish vision of our Lighthouse.

Naturally there have also been the regular Deanery-wide meetings for all parishes too, often with some invited speakers as a focus for those attending.

- Feb 8th - Engaging with schools post pandemic - discussions and actions arising - led by Jane Whittington from the Diocese
- 14th June - Christians in Sport, and Mental Health of young people - led by John McCabe, St Mary's Byfleet
- 6th October - Parish Sharing - Projects and Difficulties - Key Topics for All - led by Mark Wallace

Deanery Chapter meetings run regularly through the year, and are very much a source of support, coordination, and prayer for all our Deanery ministry. These are particularly essential in times like

these of much change, both personal and organisational, and of local and worldwide challenges to all of our Christian ministry. They often help in providing the arrangements needed for example, for our new parish confirmations, or publicity to help recruit Woking Park Run volunteers, or note the warm hub churches opened for the local populace in the recent winter fuel crisis.

Finally, Bishop Andrew and the Archdeacons have expressed how keen they are to hear directly more from the laity across the Deanery, initially but not necessarily solely through Deanery Lay chairs.

*Geoff Pugh, Deanery Synod Representative for St Peter's, and Deanery Lay Chair*

**PASTORAL TEAM**

We as Pastoral Assistants are here to serve you. We try to seek out situations where we are needed, however, we sometimes fail, so we need your help to point us in the correct direction.

It has been good to have Allison McFarlane join us this year having completed the Listening Course (the Diocese no longer do the Pastoral Assistants course but a Listening Course which is less arduous) and she is on the whole looking after the St Mark's end of the parish.

When one comes, one seems to go and unfortunately Martin left the Pastoral Assistants team at the end of 2022 when he moved out of the Parish. Martin has been a great asset especially in a situation when a male is required. Yes, we can cope as an all-female team (Alison, Carol, Brenda & Pauline) but it would be good to have a man at our backs. Is anyone interested? Please contact me or Jonathan about the course if you feel God is calling you towards this work.

Call us if you would like to chat about anything that you think we can help with. Our numbers are on the back of Notes & News.

*Brenda Cox 07921 160684*

**PARISH SAFEGUARDING OFFICER**

In this, my second year as Parish Safeguarding Officer (PSO), I have sought to meet the requirements set out for this role.

Our Parish Safeguarding Policy is clearly displayed in each of our churches along with details of whom to contact in case of concerns. Details of other organisations which offer support are also displayed. Any safeguarding concerns about children, young people or adults in the church should be raised with Jonathan or myself so that advice can be sought, and the correct procedures followed.

I have regular meetings with Jonathan to discuss the safeguarding needs of the parish. We have worked together to update the Parish Dashboard and have made significant progress in the last year. This online tool enables parishes to check the safeguarding requirements it needs to meet, and to produce an action plan to achieve them. The PCC is informed at every stage and its approval for policies and procedures recorded. We have recently ensured that all church activities have been approved by the PCC and that each activity has a risk assessment in place.

I prepare a safeguarding report for each PCC meeting, which I attend as PSO and as PCC representative for St Mark's.

Safer recruitment and training are key aspects of safeguarding. Those considering taking up a role in a church activity are given a role description and are asked to provide references. A self-declaration form is completed prior to a DBS check being carried out. As DBS Validator for the parish, I have carried out new checks and renewed existing checks (now 3 yearly). The Training Pathway which came into effect in 2022 sets out clearly the training needed for specific roles. Details of all the training can be found on the Diocese of Guildford website. I actively encourage

all those with Safeguarding responsibilities to undertake the appropriate training for their role and keep a record of training completed. I am ably assisted in this by Kirsty Angus, our Safeguarding Training Officer and wish to express my thanks to her.

Although it is the responsibility of the incumbent, the PCC and the PSO to promote a safer church for everyone, may I encourage you to share that responsibility as we seek to be a church where all are welcomed into the safe harbour of God's kingdom.

*Kay Dodds, PSO & DBS Validator*

## 2. ST PETER'S REPORTS

### LIFE AT ST PETER'S

After two years of restrictions due to the COVID pandemic it was lovely to see some of our special services return. Mothering Sunday was once again celebrated although numbers were lower than pre pandemic. Flowers were distributed in church and also to those who were unable to attend the service in person.

St George's Day service was also back in church with the Mayor of Woking and members of the local Royal Naval Association in attendance.

It was a real joy to see the church decorated and with a large congregation to celebrate Easter in church once again.

Along with the whole country we celebrated the Queen's Platinum Jubilee by lighting a Beacon on top of the church tower, which could be seen from quite a distance. We also had a special fellowship lunch.

Matthew Rickard sadly decided that after 12 years he would step down from being organist for the parish. Over the years he has not only played for the many services but has also entertained us with several concerts. We were blessed to have one such concert of classical favourites to help raise some money for the chancel open space project.

Having celebrated the Queen's Platinum Jubilee in June it was with great sadness that we had to commemorate her death in September. The church was open for people to light candles and to write messages in a book of condolence. A special service was held on the Sunday and the church bells were rung half muffled.

Harvest was once again celebrated with food items being sent to the South Woking Foodbank and floral arrangements being distributed around the parish.

The All Souls' Day Memorial Service was well attended. In December we held our first in-person Guide Dog Association service after a break of two years due to the pandemic. It was attended by the local mayor and was lovely to see the church full.

We also held a very successful Christmas Tree Festival which brought in many from the local community as visitors.

The Christmas services were well attended especially the Christingle service.

The Energise service, which started during the pandemic, continues on a monthly basis with Energise Plus service meeting in the Church Centre, which is more of a café style service. It has been a great encouragement to see many new faces attending our services.

I would like to thank all who serve on various rotas to keep the church clean, to welcome us and to serve us with refreshments as well as many other behind the scenes jobs. I can't finish this

report without a special thank you to Helen Maguire who, due to moving out of the parish, has decided to step down from her role as Parish Administrator; we will miss her.

*Pauline Wilde*

**PREMISES**

The premises committee met 3 times during 2022. We continued to work through the Quinquennial Inspection list of jobs. Our next inspection is due in August 2023.

White lines were painted on the Church Centre car park.

The churchyard and Jubilee Garden of Remembrance upkeep has been mainly carried out by the Community Payback team especially clearing and placing bark underneath the trees. A big thank you also to Martin Maguire, Spencer Martin, and Grahame Wall for their support with this work. In line with ECO church some bird and bat boxes have been erected and an area of the churchyard has had wildflowers and bulbs planted. Bug hotels have also been placed in the churchyard.

Windows in the Church Centre had some extensive DIY work done to stem the rot, but this is only a temporary fix. More extensive work needs to be done in the coming years.

Some plaster had fallen from the ceiling in the gallery and repair will take place in 2023, the insurance company will cover most of the cost of the repair.

Electrical upgrade work was carried out in both the church and Church Centre.

Since the upgrade there has been an intermittent tripping of some of the circuit breakers in the church. Although there has been some in-house investigation to discover what has been causing the circuits to trip, nothing has been discovered. This will continue to be investigated in 2023 and we will seek professional advice.

With the Chancel Open Space due to start in spring 2023 fundraising for the project was launched.

We would like to thank the many volunteers who have helped with cleaning working parties and also thanks to Martin Maguire who has continued to do many of the smaller jobs.

*Pauline Wilde*

## 3. ST MARK'S REPORTS

**LIFE AT ST MARK'S**

It was good to return to meeting in person after the pandemic. Attendance numbers have remained stable and most members able to do so have come back to church.

During the year St Mark's hosted several parish-wide events, including a Pancake Café on Shrove Tuesday, an open-air service on Good Friday, the Sunrise Service on Easter Day and a Light Beacon on Westfield Common at Hallowe'en. A highlight of the year was the Garden Party to celebrate the Queen's Platinum Jubilee in June, run jointly by our parish and the New Life Church. This was well-attended and a very enjoyable occasion. We also held a Harvest Lunch and in November tried a new venture, the Tearfund Big Quiz Night with a pizza supper. The outdoor Carols by Firelight service with the Bisley Almac Brass Band was well-attended.

Our thanks go to the Ministry Team, the DCC members, and all who help run our services and events and maintain our buildings and grounds.

*Rosemary McCrum*

**PREMISES**

Regular hirers were Surrey Community Dance, Slimming World, two art groups, the 10th Woking Brownies and the Woking Snorkel and Scuba Society. Sadly, several groups were unable to re-convene after the pandemic, but bookings for parties picked up. A total of 40 children's parties, meetings and other single event bookings took place during the year. The TOTS Toddler Group flourishing on Tuesday mornings and the after-school Refresh Café for children and parents attracted good numbers.

The DCC carried out the annual inspection of the premises in July and filed a report with the minutes of the September DCC meeting. The building was found to be in satisfactory condition, with no major work required in the immediate future. The roof requires monitoring for broken tiles and frost damage and the 50-year-old radiators are to be monitored for efficiency.

Routine maintenance and repairs were carried out satisfactorily. New cleaners were appointed during the year, and they are doing an excellent job. The gardener, employed to cut the grass twice a month, is also giving a good service. We are grateful to the SCC Community Payback team who worked at St Mark's on several Thursdays during the year and did painting and grounds maintenance work.

A Hive system was fitted to the boiler to control the heating remotely and keep energy costs to a minimum. A new table-tennis table was purchased with funding from a grant for Refresh Café.

*Rosemary McCrum*

## 4. ALL SOULS' REPORTS

**LIFE AT ALL SOULS'**

2022 was all about celebrating the centenary of the church which had been carefully planned by the DCC and had some memorable highlights:

- Living wall of Surfinias. This was created by local artist Mary Branson on the front wall of All Souls'. The plants were grown by individuals from Sutton Green and the wider parish and then a structure was erected in June supporting the growbags of Surfinias. They reached their peak in July and August, looking stunning and were noticed by all who passed by giving great focus to the church within the village and by many others in the area. The cost was covered by Sutton Green Village Committee, to whom we are very grateful.
- Flower Festival. This ran on the weekend of 25/26 June overlapping with the Sutton Green Village fete and consisted of 20 displays by local churches, individuals, and floral groups on the theme of the centenary of All Souls'. We estimate 200 or so visitors came to look at the displays over the weekend and we had many good conversations. Visitors voted for their favourite display which was won by St Mark's Church.
- Centenary Service. The Bishop of Guildford, Rt Revd Andrew Watson, was the guest preacher at this special service on Sunday 26 June speaking about the commitment and sense of duty of those who built the church to honour God. The service was also attended by the Mayor of Woking, former clergy and former members of All Souls' as well as a good number from the village committee and wider village. Afterwards we celebrated with a Centenary Cake and Prosecco.
- Remembrance Sunday. Our Remembrance Sunday service was well attended as we dedicated our Memorial Garden which was completed the night before and looked wonderful!

The centenary year helped put All Souls' on the map as many visitors came and we received quite a bit of coverage in the local press. It was also a great opportunity to work together with the Village Committee and a number of other villagers who helped with the Living Wall and Flower

Festival. We hope passers-by and villagers will stop and enjoy the Memorial Garden, especially during spring and summer when it will look particularly beautiful.

Our DCC and others from All Souls' were very involved in getting the church ready for and helping with the various events and we are grateful to everyone who put so much time and effort in. The Centenary re-energised and encouraged us as a church.

Our numbers on a Sunday continue to be around a dozen, and there is always a lovely atmosphere during our services. Due to various commitments, we didn't restart refreshments after COVID, but plan to do so in 2023.

*Jonathan*

**PREMISES**

The past year was quite a busy one. Not because of any major repairs or other maintenance rather with all that needed to be done in connection with marking the centenary of the building and consecration of the church.

To ensure that the church was looking its best for the events the painting of the outside was brought forward by a year and completed to a high standard by Guy Quitmann. A team of three spread some 5 tonnes of gravel over the car park – great exercise! As most will have seen the road facing wall of the church was covered in a wonderful display of Surfinias for most of the summer, this planned and arranged by local installation artist Mary Branson. The installation required the temporary fixing of a water supply and batten supports. It is a testimony to the quality of build by Walter Tarrant that when these were removed in October and the wall repainted there was next to no repair work required to the render.

The big outside project was of course the construction of the memorial garden, again marking the centenary, this being completed for Remembrance Sunday. Both the Surfinia wall and the garden have attracted a lot of attention from passersby – locals and visitors and it is hoped that the garden will be a place that people continue to stop and look at or just sit and reflect. Turning attention to the inside, the church room ceiling was repaired, and walls and ceiling painted. This will unfortunately become a more regular event now as with less use the room gets very cold and a little damp. Looking ahead after a pause for breath there are a number of projects planned but fingers crossed no major works required. Some of those projects will be linked to the Environment Team plans – a compost heap, bug hotels, bicycle racks and new memorial garden will require a bit of maintenance. Probably more noticed after last year hopefully this small 101-year-old church will long remain as a place of peace for worship and reflection in Sutton Green.

*Clive Boyle*



Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# Financial Statements of the Parochial Church Council

## For the year ended 31 December 2022

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2022**

## Independent examiner's report to the PCC of St. Peter, Woking

This report on the accounts of the PCC for the year ended 31 December 2022, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2016 ('the Act').

## Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and S.145 of the Act have been met. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Act and Regulations.

## Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144 (2) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent examiner's statement

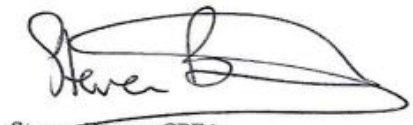
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 144 (2) of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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



Steven Bonsor CPFA
Independent Examiner
9th April 2023

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**BALANCE SHEET**

**31ST DECEMBER 2022**

| | | 2022 | 2021 |
|---|---|---|---|
| **FIXED ASSETS** | | £ | £ |
| Tangible fixed assets | 4 | 57,000 | 57,000 |
| **CURRENT ASSETS** | | | |
| Debtors | 6 | 9,578 | 6,083 |
| Short term deposits | | 139,137 | 141,958 |
| Cash at bank | | 51,945 | 56,560 |
| | | 200,660 | 204,601 |
| **LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR** | 7 | 10,719 | 10,439 |
| **NET CURRENT ASSETS** | | 189,941 | 194,162 |
| **NET ASSETS** | | 246,941 | 251,162 |
| **FUNDS** | 8 | | |
| Unrestricted Funds | | 72,655 | 71,038 |
| Restricted Funds | | 117,286 | 123,124 |
| Property Fund | | 57,000 | 57,000 |
| | | 246,941 | 251,162 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR TO 31ST DECEMBER 2022**

| | Note | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2022 £ | 2021 £ |
|---|---|---|---|---|---|
| **INCOMING RESOURCES** | | | | | |
| *Incoming resources from donors* | 2(a) | 104,530 | 1,218 | 105,748 | 110,395 |
| *Other voluntary incoming resources* | 2(b) | 13,026 | 9,668 | 22,694 | 12,067 |
| *Income from charitable and ancilliary trading* | 2(c) | 30,049 | 500 | 30,549 | 21,079 |
| *Income from investments* | 2(d) | 286 | 851 | 1,137 | 46 |
| **TOTAL INCOMING RESOURCES** | | 147,891 | 12,237 | 160,128 | 143,587 |
| **RESOURCES USED** | | | | | |
| *Grants* | 3(a) | 4,647 | 520 | 5,167 | 5,397 |
| *Activities directly relating to the work of the church* | 3(b) | 121,340 | 4,866 | 126,206 | 124,097 |
| *Fund raising and publicity* | 3(c) | 1,164 | 150 | 1,314 | 593 |
| *Church management and administration* | 3(d) | 18,971 | - | 18,971 | 28,853 |
| *Building and restoration works* | 3(e) | 152 | 12,539 | 12,691 | 1,959 |
| **TOTAL RESOURCES USED** | | 146,274 | 18,075 | 164,349 | 160,899 |
| **NET INCOMING/(OUTGOING) RESOURCES** | | 1,617 | (5,838) | (4,221) | (17,312) |
| BALANCES BROUGHT FORWARD AT 1ST JANUARY | | 71,038 | 123,124 | 194,162 | 211,474 |
| **BALANCES CARRIED FORWARD AT 31ST DECEMBER** | | 72,655 | 117,286 | 189,941 | 194,162 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST DECEMBER 2022**

## 1 ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2016 and in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charity Commission's Statement of Recommended Practice, Accounting and Reporting. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

### Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted Funds are those funds that have been designated by donors for a specific purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.
In 2021 the Coronavirus Support Fund was transferred to becoming a Parish-wide support fund. It went from being a category in the accounts to a separate class as a resrtricted fund whose details are on page 9.
In 2021 a new restricted fund was set up for the chancel reordering work that will be taking place in 2023 with details on Page 9.

### Incoming resources

*Voluntary income and capital sources*

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income to which they relate is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by concerts, fêtes, jumble sales, quiz nights and similar events are accounted for gross. Sales of Appeal goods are accounted for gross.

*Other ordinary income*

Income from the use of church premises is recognised when the donation is paid

*Income from investments*

Gross dividends and interest are accounted for when received.

*Gains and losses on investments*

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

### Resources used

*Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Organisations that have been assisted by the PCC are listed in the Annual Report.

*Activities directly relating to the work of the church.*

The parish share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### Bailey Trust

The Bailey Trust is an independent charitable trust administered by the Incumbent and Churchwardens of the Parish. In 2021 the Bailey Trust used up all its resources, a total of £6,479, paying for our Children's and Families' Minister. The account has now been closed.

### Short Term Loan

In 2014 the PCC accepted an interest-free loan of £3,000 which was used to assist in the purchase of a piano. The loan is included under short-term liabilities.

### Staffing / Employee Emoluments

In 2022 £12,121 was spent on staff emoluments, employing one part-time member of staff.

### Scott Legacy

In December 2017 the PCC received a legacy of £113,763 from the will of the late Mr. Ray Scott. This legacy is restricted to meeting the costs of repair and maintenance of the fabric of St. Peter's Church. At 31st December the balance of the fund was £97,657 with £64,281 held in The CBF Church of England Deposit Fund and £40,000 deposited with Boom Credit Union less £6,624 owed to Parish for works already completed.

## 1 ACCOUNTING POLICIES (CONTINUED)

**Colbert Legacy**

As at 31/12/22 an available balance of £21,996 was held on deposit with The CBF Church of England Deposit Fund.

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 201
In order to reflect the fact that St. Mark's Church and St. Peter's Church Centre are vested in the Guildford Diocesan Board of Finance as Custodian of the PCC the costs of these two properties (£17,000 and £40,000 respectively) have been included in a Property Fund at cost.

Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church Inventory which can be inspected. For inalienable property acquired before 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired after 1st January 2001 are capitalized and depreciated in the accounts over their anticipated useful economic life as this occurs.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £500 or less are written off when the asset is acquired.

*Current assets*

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

## 2 INCOMING RESOURCES

| | Unrestricted Funds | Restricted Funds | TOTAL FUNDS 2022 | 2021 |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| 2(a) *Incoming resources from donors* | | | | |
| Planned giving: | | | | |
| Regular Giving (Gift Aid) | 61,897 | - | 61,897 | 73,313 |
| Income Tax Recoverable | 16,723 | 1,218 | 17,941 | 15,321 |
| Regular Giving (non-Gift Aid) | 11,690 | - | 11,690 | 12,613 |
| Collections | 12,318 | - | 12,318 | 6,975 |
| Gift days | 1,902 | - | 1,902 | 2,173 |
| | 104,530 | 1,218 | 105,748 | 110,395 |
| 2(b) *Other voluntary incoming resources* | | | | |
| Grants | 3,844 | 2,100 | 5,944 | 6,673 |
| Legacy | - | - | - | - |
| Donations and appeals | 9,091 | 5,291 | 14,382 | 3,654 |
| Fund raising events | 91 | 2,277 | 2,368 | 1,740 |
| | 13,026 | 9,668 | 22,694 | 12,067 |
| 2(c) *Income from charitable and ancilliary trading* | | | | |
| Use of Premises | 27,040 | 500 | 27,540 | 17,777 |
| Fees | 3,009 | - | 3,009 | 3,073 |
| Sale of goods | - | - | - | 229 |
| | 30,049 | 500 | 30,549 | 21,079 |
| 2(d) *Income from investments* | | | | |
| Dividends and interest (gross) | 286 | 851 | 1,137 | 46 |
| **TOTAL INCOMING RESOURCES** | **147,891** | **12,237** | **160,128** | **143,587** |

| 3 | **RESOURCES USED** | **Unrestricted Funds** | **Restricted Funds** | **TOTAL FUNDS 2022** | **2021** |
|---|---|---|---|---|---|
| | | **£** | **£** | **£** | **£** |
| 3(a) | *Grants* | | | | |
| | Donations | 640 | 520 | 1,160 | 1,681 |
| | Missionary and charitable giving Church overseas: | | | | |
| | - missionary | 2,216 | - | 2,216 | 1,000 |
| | - relief and development agencies | - | - | - | - |
| | Home missions and other church societies | 1,500 | - | 1,500 | 1,750 |
| | Local | 291 | | 291 | 966 |
| | | 4,647 | 520 | 5,167 | 5,397 |
| 3(b) | *Activities directly relating to the work of the church* | | | | |
| | Ministry: parish share | 80,456 | - | 80,456 | 75,937 |
| | clergy expenses | 1,042 | - | 1,042 | 1,951 |
| | clergy houses | 766 | - | 766 | 14,202 |
| | other clergy costs | - | - | - | - |
| | Church running expenses | 18,403 | - | 18,403 | 13,052 |
| | Church maintenance | 1,874 | 2,755 | 4,629 | 4,821 |
| | Church Centre running expenses | 6,686 | - | 6,686 | 5,797 |
| | Church Centre maintenance | 5,345 | - | 5,345 | 932 |
| | Organist and organ maintenance | 5,700 | 897 | 6,597 | 6,004 |
| | Training | 285 | - | 285 | - |
| | Books and Children's Resources | 783 | 1,214 | 1,997 | 1,401 |
| | | 121,340 | 4,866 | 126,206 | 124,097 |
| 3(c) | *Fund raising and publicity* | | | | |
| | Costs of fund raising | 1,164 | 150 | 1,314 | 593 |
| | | 1,164 | 150 | 1,314 | 593 |
| 3(d) | *Church management and administration* | | | | |
| | Parish Administration | 2,173 | - | 2,173 | 2,990 |
| | Employee Costs | 12,121 | - | 12,121 | 22,039 |
| | Printing and stationery | 4,677 | - | 4,677 | 3,824 |
| | | 18,971 | - | 18,971 | 28,853 |
| 3(e) | *Building and restoration works* | | | | |
| | Building contractors | - | - | - | - |
| | Professional fees | 152 | 2,263 | 2,415 | 345 |
| | Depreciation | - | - | - | 1,614 |
| | Event Expenses - All Souls' Memorial Garden | - | 10,276 | 10,276 | - |
| | | 152 | 12,539 | 12,691 | 1,959 |
| | **TOTAL RESOURCES USED** | **146,274** | **18,075** | **164,349** | **160,899** |

## 4 FIXED ASSETS FOR USE BY THE PCC

| | | | Freehold land and buildings | Church equipment | Total |
|---|---|---|---|---|---|
| | | | £ | £ | £ |
| *Tangible fixed assets* | | | | | |
| | Actual or deemed cost at 1st January 2022 | | 57,000 | 71,019 | 128,019 |
| | | Additions | - | - | - |
| | | Disposals | - | - | - |
| | | at 31 December 2022 | 57,000 | 71,019 | 128,019 |
| | Depreciation | at 1 January 2022 | - | 71,019 | 71,019 |
| | | Change for the year | - | - | - |
| | | at 31 December 2022 | - | 71,019 | 71,019 |
| | Net Book Value | at 31 December 2022 | 57,000 | 0 | 57,000 |
| | | at 31 December 2021 | 57,000 | 0 | 57,000 |

## 5 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total |
|---|---|---|---|
| | £ | £ | £ |
| Fixed assets | 57,000 | - | 57,000 |
| Current assets | 83,373 | 117,286 | 200,660 |
| Current liabilities | 10,719 | - | 10,719 |
| | 129,654 | 117,286 | 246,941 |

## 6 DEBTORS

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Income tax recoverable | 7,920 | 6,083 |
| Other debtors | 1,658 | - |
| | 9,578 | 6,083 |

## 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2022 | 2021 |
|---|---|---|
| Accruals | 10,610 | 10,439 |
| Other creditors | 110 | - |
| | 10,719 | 10,439 |

## 8 FUND DETAILS

| The Restricted Funds comprise: | 2022 | 2021 |
|---|---|---|
| Scott Legacy | 97,657 | 100,474 |
| All Souls' Restricted Fund | 10,459 | 17,317 |
| Parish`Parish Support Fund | 1,541 | 1,528 |
| Chancel Reordering Fund | 7,133 | 2,095 |
| Children and Families' fund | 496 | 1,710 |
| | 117,286 | 123,124 |
| Unrestricted Fund (comprising General Funds of all three churches) | 72,655 | 71,038 |

The unrestricted fund figure for 2021 has been restated to exclude fixed assets.

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2022 ACCOUNTS**

**PARISH GENERAL FUND**

| | | 2022 £ | 2021 £ |
|---|---|---|---|
| **INCOME** | | | |
| Regular Giving (Gift Aid) | | 61,897 | 70,030 |
| Income tax recoverable | | 16,723 | 14,500 |
| Regular Giving (non-Gift Aid) | | 11,690 | 12,613 |
| Collections | | 12,318 | 6,975 |
| Gift days | | 1,902 | 2,173 |
| Grants received | | 3,844 | - |
| Donations and appeals | | 9,091 | 3,264 |
| Fund raising events | | 91 | 35 |
| Use of Premises | St. Peter's | 16,046 | 11,831 |
| | St. Mark's | 10,794 | 5,946 |
| | All Souls | 200 | - |
| Fees | | 3,009 | 3,073 |
| Sale of goods | | - | 229 |
| Dividends and interest (gross) | | - | - |
| Colbert Legacy interest | | 286 | 11 |
| **TOTAL INCOME** | | **147,891** | **130,680** |
| **EXPENDITURE** | | | |
| Donations | | 640 | 317 |
| Missionary and charitable giving | | 4,007 | 3,716 |
| Ministry: | parish share | 80,456 | 75,937 |
| | clergy expenses | 1,042 | 1,475 |
| | clergy houses | 766 | 14,202 |
| | other clergy costs | - | - |
| Parish Administration | | 2,173 | 2,990 |
| Employee Costs | | 12,121 | 11,396 |
| Church running expenses | St. Peter's | 11,738 | 9,270 |
| | St. Mark's | 5,546 | 3,044 |
| | All Souls' | 1,119 | 738 |
| Church maintenance | St. Peter's | - | 3,298 |
| | St. Mark's | 1,874 | 538 |
| | All Souls' | - | - |
| Church Centre running expenses | | 6,686 | 5,797 |
| Church Centre maintenance | | 5,345 | 932 |
| Organist and organ maintenance | | 5,700 | 4,900 |
| Training | | 285 | |
| Books & Children's Resources | | 783 | 1,001 |
| Events Expenses | | 1,164 | 593 |
| Costs of goods for sale | | - | - |
| Printing and stationery | | 4,677 | 3,824 |
| Building contractors | | - | - |
| Professional fees | | 152 | 345 |
| Depreciation | | - | 1,614 |
| **TOTAL EXPENDITURE** | | **146,274** | **145,927** |
| **SURPLUS/(DEFICIT)** | | 1,617 | (15,247) |
| Brought forward 1st January | | 71,038 | 91,268 |
| Less funds moved to Parish Support Fund | | - | (2,892) |
| Less funds moved to CFM fund | | - | (2,091) |
| **Balances at 31st December** | | **72,655** | **71,038** |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2022 ACCOUNTS**

**OTHER RESTRICTED FUNDS**

| | CHILDREN'S & FAMILIES' FUND | | SCOTT LEGACY | | ALL SOULS RESTRICTED FUND | | PARISH SUPPORT FUND | | CHANCEL RE-ORDERING | | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME** | **2022 £** | **2021 £** | **2022 £** | **2021 £** | **2022 £** | **2021 £** | **2022 £** | **2021 £** | **2022 £** | **2021 £** | **2022 £** |
| Regular Giving (Gift Aid) | - | 3,283 | - | - | - | - | | | | | - |
| Income tax recoverable | - | 821 | - | - | 25 | - | 533 | - | 660 | - | 1,218 |
| Gift Days | - | | - | - | - | - | - | - | - | - | - |
| Grants Received | - | 6,558 | - | 115 | 2,100 | - | - | - | - | - | 2,100 |
| Funds from General Fund | - | 2,091 | - | - | - | - | - | 2,892 | - | - | - |
| Donations and appeals | - | | - | - | 1,277 | - | - | - | 4,014 | 390 | 5,291 |
| Fund Raising Events | - | | - | - | - | - | - | - | 2,277 | 1,705 | 2,277 |
| Use of premises | - | | - | - | - | - | - | - | 500 | - | 500 |
| Fees | - | | - | - | - | - | - | - | - | - | - |
| Sale of Goods | - | | - | - | - | - | - | - | - | - | - |
| Dividends and interest (gross | - | | 835 | 33 | 16 | 2 | - | - | - | - | 851 |
| | | | | | | | | | | | - |
| **TOTAL INCOME** | - | 12,753 | 835 | 148 | 3,418 | 2 | 533 | 2,892 | 7,451 | 2,095 | 12,237 |
| | | | | | | | | | | | - |
| **EXPENDITURE** | | | | | | | | | | | |
| Donations | - | - | - | - | - | - | 520 | 1,364 | - | - | 520 |
| Employee Costs | - | 10,643 | - | - | - | - | - | - | - | - | - |
| Books & Children's Resource | 1,214 | 384 | - | - | - | - | - | - | - | - | 1,214 |
| Church Running Expenses | - | - | - | - | - | - | - | - | - | - | - |
| Church Maintenance | - | - | 2,755 | 985 | - | - | - | - | - | - | 2,755 |
| Church Centre Running Exp | - | - | - | - | - | - | - | - | - | - | - |
| Organ Maintenance | - | - | 897 | 1,104 | - | - | - | - | - | - | 897 |
| Clergy Expenses | - | - | - | - | - | 476 | - | - | - | - | - |
| Training | - | - | - | - | - | - | - | - | - | - | - |
| Event Expenditure | - | 16 | - | - | 10,276 | - | - | - | 150 | - | 10,426 |
| Contractors | - | - | - | - | - | - | - | - | - | - | - |
| Professional Fees | - | - | - | - | - | - | - | - | 2,263 | - | 2,263 |
| **TOTAL EXPENDITURE** | 1,214 | 11,043 | 3,652 | 2,089 | 10,276 | 476 | 520 | 1,364 | 2,413 | - | 18,075 |
| **SURPLUS/(DEFICIT)** | (1,214) | 1,710 | (2,817) | (1,941) | (6,858) | (474) | 13 | 1,528 | 5,038 | 2,095 | (5,838) |
| Brought Forward | 1,710 | - | 100,474 | 102,415 | 17,317 | 17,791 | 1,528 | - | 2,095 | - | 123,124 |
| **Balances at 31st December** | **496** | **1,710** | **97,657** | **100,474** | **10,459** | **17,317** | **1,541** | **1,528** | **7,133** | **2,095** | **117,286** |

## Appendix showing disposition of Short Term Deposits and Cash at Bank as at 31st December 2022

| | Bank or Deposit Taker | Balance at 31/12/22 | Balance at 31/12/21 |
|---|---|---|---|
| **Short Term Deposits** | | | |
| All Souls' | Barclays Bank | £12,856.64 | £16,797.77 |
| St. Mark's | Santander Bank | £1.93 | £1.93 |
| Colbert Legacy | CCLA | £21,996.12 | £21,710.57 |
| Scott Legacy | CCLA | £64,281.94 | £63,447.44 |
| Scott Legacy | Boom ! Credit Union | £40,000.00 | £40,000.00 |
| Total | | £139,136.63 | £141,957.71 |
| **Cash at Bank (current accounts)** | | | |
| All Souls' | Barclays Bank | £10,613.72 | £13,206.14 |
| St. Mark's | Santander Bank | £21,171.65 | £9,808.42 |
| Parish of St. Peter, Woking | Santander Bank | £20,160.06 | £33,546.07 |
| Total | | £51,945.43 | £56,560.63 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2022**

## Independent examiner's report to the PCC of St. Peter, Woking

This report on the accounts of the PCC for the year ended 31 December 2022, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2016 ('the Act').

### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and S.145 of the Act have been met. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Act and Regulations.

### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144 (2) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 144 (2) of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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



Steven Bonsor CPFA
Independent Examiner
9th April 2023

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER, WOKING**

England & Wales - Charity number 1127922

# Accounts

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# ANNUAL REPORT
# of the PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS (in separate booklet)

**For the year ended 31 December 2021**

**Priest in Charge**
Revd. Jonathan Thomas
The Vicarage
66 Westfield Road
Woking
Surrey
GU22 9NG

**Bankers**

*St Peter's and St Mark's*
Santander Bank
Bridle Road,
Merseyside
GIR 0AA

*All Souls'*
Barclays Bank
Church Street East
Woking
Surrey
GU21 6AE

**Independent Examiner**
Steve Bonsor

**PARISH CHURCH**
St Peter's, Old Woking

**DISTRICT CHURCHES**
All Souls', Sutton Green
St Mark's, Westfield

# ANNUAL REPORTS FOR 2021

## Introduction

The Parochial Church Council (PCC) is a Charity which has been registered with the Charity Commissioners since 2009. The Charities Act 2016 regulates the way in which the PCC must report to its local congregation and the public at large. The report and accounts for 2021 are presented in a format that complies with the requirements of the Charities Act 2016.

## Parish Aims and PCC organisation

Our purpose is to make disciples of Jesus Christ in the Parish of St Peter, Woking and to support our mission partners in other countries in their disciple-making ministries.

The PCC co-operates with the clergy in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the financial affairs of the church, and for the maintenance and insurance of:

- The three churches and their contents;
- The St Peter's Church Centre and its contents.

The PCC meets at least four times a year and is assisted by a considerable amount of committee work, particularly with regard to the day-to-day business of the district churches.

All the statutory disclosure information and details of the various committees are set out on page 2 of this report.

## The Accounts

The consolidated accounts of the parish, having been examined by the Independent Examiner, have to be approved by the PCC and then presented to the Annual Parochial Church Meeting. The format of the accounts set out on pages 1 to 9 of the separate booklet conforms to the provisions of the Charities Act 2016 and the Church Accounting Regulations 2006. The combined income of the parish has exceeded the threshold of £100,000, and therefore the accounts have been prepared on the accrual's basis, in accordance with the regulations laid down by the Charities Act 2016.

Receipts and payments are analysed into Restricted Fund activities and Unrestricted Funds. Restricted Fund income relates to a specific purpose. The funds of All Souls', Sutton Green and of St Mark's, Westfield are Restricted Funds. Unrestricted funds are those that the PCC can allocate as they consider appropriate.

## STATUTORY DISCLOSURES:

**Membership of the Parochial Church Council (PCC):-**

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting or the Annual District Church Meetings in accordance with the Church Representation Rules, or co-opted to the Council by the vote of its members. During the year the following served as members of the PCC:

## PCC MEMBERS SERVING JANUARY – DECEMBER 2021

| | | |
|---|---|---|
| Priest in Charge | Rev'd Jonathan Thomas | |
| Curate | Revd Sam Waako | Until Dec 2021 |
| Permission to Officiate | Rev'd Mick Moorse | |
| Licensed Lay Minister | Rachel Johnson | |
| Churchwardens | Mark Lemprière<br>Jacquie Still | |
| Elected members | Vacancy | Deputy Warden, St Peter's |
| | Rosemary McCrum | Deputy Warden, St Mark's |
| | Vacancy | Deputy Warden, All Souls' |
| | Martin Maguire | St Peter's representative |
| | Brenda Collard | St Peter's representative |
| | Caroline Harvey | St Peter's representative |
| | Kay Dodds | St Mark's representative & PSO |
| | Patrick Phillipps | All Souls' representative |
| | Geoff Pugh | Deanery Synod representative |
| | Pauline Wilde | Deanery Synod representative |
| | Jenny Jones | Deanery Synod representative |
| Co-opted members | Allen Taylor | Parish Treasurer |
| | Jane Minney | PCC Secretary |

## Committees

Standing Committee

This is the only committee required by law. It meets, as necessary, to transact the business of the PCC between meetings, subject to any delegated responsibilities made by the PCC.

The following committees are sub-committees of the PCC:

St Peter's Church Council

This committee meets at least four times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Peter's Church, Old Woking.

All Souls' District Church Council

This committee meets at least four times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to All Souls' Church, Sutton Green.

St Mark's District Church Council

This committee meets at least four times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Mark's Church, Westfield.

Finance Committee

This committee meets three times each year to facilitate the financial affairs of the parish and the consolidation and presentation of the parish accounts.

## Church Employees

There were two paid employees of the PCC. Helen Maguire, Robin Jones (until October 2021).

## Occasional Worship Leaders and Preachers

There are 5 Occasional Worship Leaders – Geoff Pugh, Brenda Cox, Rosemary McCrum, Mark Lempriere, and Patrick Phillipps and 3 Occasional Preachers – Geoff Pugh, Jenny Jones and Mark Lempriere.

# Reports


| 1. | PARISH REPORTS | page |
|---|---|---|
| | Vicar's Report | 3 |
| | Children and Families Ministry Report | 5 |
| | Parochial Church Council of St. Peter, Woking – Treasurer's Report | 5 |
| | Missions Giving 2020 | 6 |
| | Financial Statements as of 31st December 2021 – (see separate booklet) | 6 |
| | Parochial Church Council of St. Peter, Woking – Secretary's Report | 6 |
| | Churchwardens' Report | 7 |
| | Premises Reports | 8 |
| | Electoral Roll Report | 10 |
| | Deanery Synod Report | 10 |
| | Pastoral Team Report | 10 |
| | Parish Safeguarding Officer's report | 11 |


## 1. PARISH REPORTS

### VICAR'S REPORT

Reflecting on 2021 I think it has been in many ways an even more testing time for the parish than 2020 when COVID first hit us all. In 2020 there was a strong sense of 'Dunkirk' spirit, of getting through it together, with the thought that COVID wouldn't last too long. In 2021 we realised that COVID was not going to go away quickly, and we started to get tired of all the worrying it caused us, the restrictions that were still upon us both in church and wider life and the extra work that caused many of us. We realised that things would never get back to 'normal', and we had to embrace a 'new normal' as we talked about in our summer sermon series, which many have found hard especially as we are constantly adapting and changing.

On top of COVID we had to make the sad decision to make Robin Jones, our children's and families' minister, redundant due to financial pressures and we said goodbye to the Waako family at the end of their wonderful curacy with us. With many of our older church family getting more frail, some moving away and a number not coming back to church after the start of COVID, our numbers in church on Sundays have reduced as has those who volunteer, though that is true for many churches.

Whilst it might be easy to get down about all this, I take great strength knowing that God has been with us throughout 2021 and that he is still Lord. It can be very easy to get things our of perspective and see things only from our own point of view and forget that God holds history in his hands and has worked through great upheavals throughout human history and continues to do so now. I have also been encouraged through the testing times of 2021 by those who have given so much to the life of the parish through their pastoral care, their practical help, their leadership and their financial giving. Church is all about being the family of God being together to support and encourage one another in our journeys of faith and I am grateful to all in our church family in this parish.

**2021 Highlights**

There are a few elements of parish life in 2021 that I would like to specifically highlight:

- It was lovely having ordinand Steve Green on placement with us before Easter. Steve brought freshness, wisdom and great humility to his ministry with us
- We are so pleased that Rachel Johnson was accepted for ordination training, recognising the call God has put on her life to ordained ministry. She began her training in September and will be ordained deacon in 2023
- In September we transitioned from twice monthly service in each church and a weekly pre-recorded online service to returning to weekly services in each church with one service

being livestreamed. The PCC thought and prayed about a new service pattern that would be sustainable which was adopted in September.

- We continued with our monthly Energise service at St Peter's aimed at families that had been started during lockdown and began a new Energise Plus service in the church centre which has developed into a valued service in the life of St Peter's
- We started up Connections Café as part of our new initiatives which brought together people from across the parish and has been well supported and valued as a space to chat, play games, do craft, hear a speaker and enjoy food together
- It was great to restart Tots and Refresh Café as ministry to our families, both of which have re-established themselves well and have good numbers attending
- We held outdoor services at St Mark's on Good Friday, in May and August which were popular and had a real sense of togetherness and held our carol service at St Mark's outside with a fire and the Almac Bisley Brass Band which was well attended by the community and had a wonderful atmosphere.
- We enjoyed a Craft Fair at St Peter's raising money for the Chancel Reordering work
- During the autumn we engaged in the Church of England's Living in Love and Faith course on gender, relationship, marriage and sexuality, preaching on these fundamental, but difficult subjects in church and discuss them in our Connect Groups. It provided a safe space for open discussion and views on these important subjects and was a good way to learn together.

**Good-byes**

We had a wonderful united service in December to say thank you to Sam, Lyz, Luke, Matthew and Abigail for their ministry amongst us and pray for them as the move to St Mary's Andover. They brought much to the life of our parish for which we are grateful and we miss them. The PCC had to make the difficult decision to make Robin Jones redundant from his post as Children's and Families' Minister and we thanked Robin for his valuable ministry amongst us. We are pleased that he and Jenny remain part of our worshipping community and were delighted when baby Georgia arrived in February 2022.

Dean, Tracey, Lily and Theo left the parish as Dean began his curacy at Holy Trinity Aldershot and we are grateful for their ministry amongst us over many years and glad they are not too far away and keep in touch.

Sadly a number of our wider church family died in 2021 so we remember Barbara Thirst, Enid Hardman, Jean Rowe, Jason Hoford and George Still with thanks for their contribution to the life of our churches.

**Thank yous**

I am always grateful for everyone who contributes to the life of our parish as we worship together, share faith together, minister together, administer together and care for each other together. Whilst I will name a few people below I can't name everyone who contributes so richly to parish life, so forgive me if you are not mentioned by name, you are valued.

I am thankful for all that Rachel Johnson gives to the parish, her thoughtful wisdom and prayerfulness and especially her contribution to our children's and families ministry during a year of transition. I have been blessed with two committed and inspiring churchwardens in Mark and Jacquie, the ever hard-working Rosemary McCrum as deputy warden and Clive Boyle for being deputy warden in everything but name at All Souls'

Thank you to Helen for keeping the office going during challenging times, a huge task and you do much more than most people realise. Thank you to Sue Harvey for your continued putting together of Notes and News and the Prayer Diary, such valued resources for the parish.

I am so pleased to Kay Dodds for taking on the role as our Parish Safeguarding Officer, such an important role, and picking it up so well, able supported by Kirsty Angus helping with training, and thankful for all that Tracey Pusey established in that role beforehand.

The official pastoral team of Brenda Cox, Pauline Wilde, Martin Maguire and Carol Whitehorn give so much to care for our congregations, ably supported by Patrick and Barbara Phillipps at All Souls' and many others across the parish and I appreciate your ministries.

Thank you to all our service leaders, preachers and musicians, those who maintain our buildings, who help manage our finances, who arrange our flowers, who welcome, read and pray in church, who help our children grow in faith, who represent us on Church Councils, and to all who give financially to the parish which is more needed than ever.

My wife Sarah plays such an important role in supporting me in ministry, through her love and prayers and her own service in the parish, so thank you Sarah! But my final thank you has to be to God, the one who created us, loves us, saves us and never let's go of us. To Him be glory forever!

*Jonathan*

**CHILDREN AND FAMILIES MINISTRY**

We were unable to run Sunday School sessions for the first half of the year but were able to maintain connections with families through Energise and Forest Church. We also distributed prayer activity bags as part of 'Thy Kingdom Come' which were well received. Sunday School resumed in September, running monthly at St Mark's led by Libby and twice a month at St Peter's led by Rachel and Louise. Numbers are low but this is allowing for good friendships to grow within the groups and we have enjoyed having support from some of the young people as well as a loyal team of helpers. Energise continues to run monthly and regularly attracts new families, although building relationships with them and encouraging regular attendance remains challenging.

Y3 remains an important group for the young people who attend. It started the year running on zoom under Sam and Jenny's leadership, with fortnightly in person sessions resuming in the summer. Several new members joined, making for some vibrant mealtime conversations and times of fun and learning together. It was a great joy to see three young people confirmed (and one baptised) at the Deanery confirmation service in November. With Sam departing in December and Jenny on maternity leave, Sarah has taken over running Y3 with a team of helpers and is currently looking for an additional regular helper to come on board.

*Rachel & Sarah*

**PAROCHIAL CHURCH COUNCIL OF ST. PETER WOKING – TREASURER'S REPORT**

COVID continued to affect us financially in 2021 with further lockdowns meaning restricted or no attendance across the Parish for the first few months and some individuals returning to church only gradually, resulting in a drop in collections, fund raising events, use of premises and fees.

Unrestricted income was £130,680 and expenditure was £145,927 giving an overall deficit of £15,247 in 2021, compared to a surplus of £3,474 in 2020

There were a few key items affecting this result:

- Primarily a significant decrease of £8,490 from Income tax recoverable, mainly due to an overestimate in 2020 accounts of what was expected to be received in 2021 as well as a shift of givers from Gift Aid to non-Gift Aid
- A £3,500 decrease in regular Gift Aid giving
- £9,000 decrease in donations and appeals, though 2020 was particularly high due to appeals for gifts relating to loss of income from COVID
- Gift Days was £1,800 down on 2020

- Collections were over £4,000 up on 2020 when services were cancelled for many month and we only ran service fortnightly after, but still significantly down on pre-COVID levels
- Expenses were similar to 2020 helped by a £4,000 grant from the Diocese lowering our parish share recognising the financial effect COVID had on parishes

We hope this was an exceptional year, but need to build up our regular giving so would encourage people to review their giving so we have a solid base for the future.

Expenditure on Children's and Families' Ministry was £11,043 in 2021, paying mainly for our Children's and Families' Minister Robin Jones who was on part furlough for 8 months and then made redundant at the end of October. Income came from both individual givers and the Bailey Trust, an independent charitable trust administered by the incumbent and church wardens of the parish. However, the funds from the Bailey Trust were fully expended in 2021 so it was closed. Extra income to cover the Children's and Families ministry came from a £2,091 transfer from general funds. The remaining money in the restricted Children's and Families fund of £1,710 is the remainder of a £3,000 lottery grant for Refresh Café.

A new restricted Parish Support Fund was created transferring funds from the Coronavirus Support Fund set up in 2020 which was shown in the Main Parish Account.

A new restricted fund for the St Peter's Chancel Reordering scheme was also set up with some fundraising taking place in 2021.

Allen Taylor has resigned as treasurer as he is moving away from the area and we thank Allen for his support these last 3 years, especially with moving us to QuickBooks which has made reporting much easier. If anyone would like to take on this position, working with Helen Maguire as our financial assistant please speak with Jonathan.

**Mission giving in 2021**

| **Mission Partner** | **Amount** |
|---|---|
| St Michaels' Church Sheerwater | £ 1,000 |
| Church Army | £ 1,000 |
| CMS – Malcolm Pritchard | £ 1,000 |
| Project Return | £ 216 |
| Engage Woking Schools | £ 500 |
| **Total** | **£ 3,716** |

*Allen Taylor (Treasurer) and Jonathan Thomas (Vicar)*

**PARISH FINANCIAL STATEMENTS (Please see separate booklet)**

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - SECRETARY**

The PCC met for **four** scheduled meetings in January, March, June and October with the meetings for the first three remotely by Zoom, and only the last in person, with an average attendance of 15 members.

The format of the scheduled meetings includes regular agenda headings and a liturgy structure, with Bible reading, thanksgiving, and short times of open prayer for the matters under discussion. Highlights of the recent activities of each of the three churches are also shared at every meeting. Regular business of the PCC includes the oversight of parish financial affairs, so budget planning and progress is reviewed at every meeting.

January:-

- It was agreed to support St Michael's, Sheerwater for the next five years.

- The Diocese is looking at supporting schools, parishes and families in faith and mission with meetings to be held to review our work with children and families in the parish.
- Chancel reordering is making slow progress, with plans drawn up and proposals sent to the Diocese.
- A skills audit is planned, although postponed due to present circumstances.

March:-

- Replacements were required for St Peter's Churchwarden and the Parish Safeguarding Officer.
- An away morning was held in February post Covid.
- Livestreaming options of quality and financial investment were discussed.
- Future service patterns were discussed.
- Funding for Children's & Families Minister was raised, in connection with the financial aspect of the Rectory being empty at the end of 2021, and the Bailey Trust monies.

June:-

- Pre-recorded services will move to livestreaming.
- Service patterns were revised due to less clergy available.
- Volunteers were required for the skills audit.
- Archbishop of Canterbury's Mission will have 10 events in the Diocese over 24-26 September

October:-

- Due to the present curate leaving, the parish had been accepted as a future training parish for a curate, but there will not be one as there has been no suitable fit.
- The Children's & Families Minister leaves this month.
- Faculty has been put forward and approved for chancel reordering.
- A brainstorming session was held for ideas for outreach and growth for 2022.

Extraordinary meetings:-

- There were also **five** additional Extraordinary PCC meetings and votes in January (lockdown), June (Diocesan funding), August (Safeguarding Officer) and two in September (Children & Families Minister), all by Zoom, and with an average attendance of 15 members.

*Jane Minney, PCC Secretary*

**CHURCHWARDENS REPORT**

As we look back on 2021 it seems to be is a long time ago!

I would like to give thanks for our ministry team who have worked so hard this year, as well as learning to develop online formats. In addition Jonathan continued in his role of Area Dean.

**Covid**

This has remained a big challenge for us as we have continued to adapt to new ways of working and worshipping.

A very big thank you must go to Robin who has been instrumental in the provision of our online services. In the first instance, services were pre-recorded and then moved to live streaming from church as restrictions were eased. Robin addressed many of the technical challenges and did much production work too!

We also extended the live streaming service to St Marks with a simpler system, this is used when it is not possible to broadcast from St Peters.

Seating arrangements in all churches were modified to permit social distancing along with open windows and doors.

We also installed Co2 monitors to help us measure how well the ventilation is working in some of our buildings.

The Covid safe outdoor carol service at St Marks with the Almac Bisley brass band was a big success, with many more chairs being required at the last minute.

**Church life**

On a personal note we were very sad to say goodbye to the Pusey family as they moved away, but at the same time celebrate that Dean started his Curacy.

We were also sad to see the Waako family move away as Sam finished his curacy with us. So what has been our loss this year is gain for two other parishes!

We would like to thank Tracey Pusey for all the work she did as Safeguarding Officer over many years, and we would like to extend our gratitude to Kay Dodds for replacing Tracey in this role.

Volunteers help our parish to function, and we are so grateful to everyone who comes forward to help, whether in an official role or 'behind the scenes'. We greatly appreciate the work of our Pastoral Team as well as our Occasional Worship Leaders & Preachers. We don't have space to mention everyone but you know who you are, and you are a blessing to us all!

As we negotiate the challenges of 2022 may we all continue to seek and serve the Lord and may his holy spirit rest on each and every one of us.

*Jacquie Still and Mark Lempriere*

## PREMISES REPORTS

### St Peter's

St Peter's Premises Team met a couple of time in 2021 to continue with the daily and monthly regular maintenance needs. It continued to work through the 2018 Quinquennial Inspection workplan to ensure both Church and Church Centre are maintained to the required standards of public buildings.

The large focus project for the Team and church in 2021 year has been the Chancel Re-ordering project which has been supported by the Church Architect. Approval from the PCC and subsequent faculty approval by the Diocese Advisory Committee meant this project moves to the fundraising stage in 2022.

The issue of the Garden of Remembrance name plaques which were becoming detached from the memorial was resolved. These are held in situ on the newly cleaned Portland Stone by screws and ensure all who wish to pay their respects and remember loved ones can do so and see their names permanently in place. The stone was cleaned and plaques affixed by Christ Anstey.

The collapsed drain in the middle of the car park was raised making the car park much smoother.

The Church Yard grass continues to be maintained by Woking Borough Council, but any other maintenance has been conducted by the premises team and volunteers, including the Community Payback team which started maintaining the churchyard in 2021. A huge thank you to

all who continued to serve on the church cleaning rota which returned to full action stations once services returned to a more normal pattern.

Whilst the Chancel Re-ordering project will be a focus in 2022, the upgrade of St Peter's sound system will also be considered to allow all to hear, see and be blessed by the services taking place within St Peters.

We continue to be blessed with the buildings in our care within the parish. Blessed too with people with the skills and vision to maintain them. My thanks to all those on the team, their families who allow them to give some much of their gifts of time and skills, and all who volunteer to continue to maintain and beautify the places of worship entrusted to our care.

*Jacquie Still*

**St Mark's**

St Marks DCC carried out their annual building inspection on 27th June 2021. The building was found to be in a fair state of repair, with no major works required in the immediate future. A copy of the full report can be found attached to the minutes of the DCC meeting of September 21st 2021. Minor actions recorded in the report pertained to internal wear and tear items of decoration. Externally there was a need to trim back brambles from the car park where some spaces had become seriously encroached upon. Other general gardening and weeding items were noted. A working party was planned to address these issues but Covid was making this difficult.

Covid19 has been a challenge for us all and on-line worship has been one of our parish responses. To enable this we carried out a DIY installation of a WebCam, and upgraded our broadband network to give us the ability to broadcast on Youtube Livestream.

We purchased a new fridge for the kitchen and some tables which were funded by a grant to our Refresh Cafe. We are fortunate that our building has benefited from some good quality maintenance and upgrades in the past and this has ensured its good condition now.

We have engaged the services of the SCC Community Payback Group who will be dealing with the items of decoration and the grounds tidying. There will be a materials cost only to us. We hope this relationship will continue and that it will be mutually beneficial to all.

A big thank you must go to Rosemary McCrum, our Deputy Warden, whose tireless efforts ensure the building functions for our weekday hirers as well as for worship every Sunday.

*Mark Lempriere*

**All Souls'**

All Souls' church saw a few small maintenance items in 2021 such as replacing some small window panes on the south-east side of the church, repairs to the hymn book cupboard, a temporary repair to the ceiling in the church room, and general cleaning and tidying up of the church yard. A big thanks to Clive Boyle, supported by Guy Quitmann for this maintenance work.

From restricted funds we purchased a large TV monitor on wheels which has been used a number of times in service for showing videos and slides for presentations and sermons which has proven very useful and flexible.

Significant maintenance work is planned prior to All Souls' centenary celebration in June 2022.

*Jonathan*

## ELECTORAL ROLL

We had a completely new Electoral Roll in 2019, but there has not been much change since then. Sadly a number of people have passed or moved away, and only a few have joined.

Below are the figures for the three churches and the parish as a whole.

**ELECTORAL ROLL 2021**

New E.R.

| | 2019 Total | 2020 Total | 2021 Total | 2022 Total |
|---|---|---|---|---|
| **SP** | 84 | 85 | 86 | 82 |
| **SM** | 32 | 32 | 32 | 31 |
| **AS** | 25 | 25 | 25 | 23 |
| **unspecified** | 3 | 3 | 3 | 3 |
| **TOTAL** | 144 | 145 | 146 | 139 |
| | APCM: 30.4.19 | APCM: 20.10.20 | APCM: 11.5.21 | APCM: 10.5.22 |

*Brigitte Morton*

## DEANERY SYNOD

The Deanery Synod met three times in 2021 - in February, June and October.

The February meeting was yet again held via Zoom due to the continuing Coronavirus Pandemic. Reverend Mark Wallace gave a presentation on' Living in Love and Faith' course which looks at sexuality and identity within the Church of England. Parishes were encouraged to participate by running courses or encourage parishioners to attend a course run by the Deanery, and the course was subsequently used for our own parish Connect groups, with perhaps some on occasion considerable learning and re-assessment of thoughts and attitudes and operational matters by all involved.

Our June meeting was still via Zoom, and still, perhaps surprisingly, well attended. At this meeting Covid world presentations were given by four churches within the Deanery: St Pauls Maybury on the benefits of being a vaccination centre, St Mary of Bethany on Church without walls bridging the digital divide, St Andrews Goldsworth Park on their partnership with 'Foodwise' during lockdown and in our own parish our new family Energise and Forest church services that were started during lockdown that were especially focused on keeping connecting with both new and currently familiar families. On a broader note the meeting also looked at various ways to improve communication within and across the Deanery and the Diocese.

The October meeting was held in person - at last! Well attended indeed, it was splendidly hosted at St Mary of Bethany. Alison Moulden, Diocesan Environmental officer gave a presentation entitled 'Net Zero and Eco Church'. Everyone then fell into one of four groups of our Deanery churches to look at what we could or should be doing, about our undoubted neglect of the world that God has given us, as individuals and as parishes. Lively discussions indeed, and a commonality of urgent and practical actions that parishes have since then undertaken, very much reflected in our own Parish work group since then.

Each of these meetings has resulted in lots of Deanery wide consistent thinking and action at Parish level: overall this has very much been helped by direction and support from the Diocese, and by the hard work of our Deanery Leadership Team. Roll on 2022!

*Geoff Pugh, Pauline Wilde, Jenny Jones*

## PASTORAL TEAM

It has been a real privilege for Martin, Pauline, Carol, and myself to be able to keep in touch with so many of you throughout this year by telephone and visits when requested. We have tried to cover the whole Parish but we can only do this when we understand the needs. Yes it has

been a difficult time for us all, we just want you to know that we have been praying for you and organising plans to keep in touch. The Connections Cafe has been running for several months now and enjoyed by many - why not give it a try.

It would be good to have others join our pastoral group, the training is well planned and relevant to today's situations, each one of us have found it very useful, enlightening and not at all arduous. If you are at all interested do speak with Jonathan or myself.

*Brenda Cox 07921 160684*

**PARISH SAFEGUARDING OFFICER**

As the Church of England has made huge strides in safeguarding in recent years, so too has this parish – this is in no small measure down to my predecessor, Tracey Pusey. I wish to pay tribute to her for all she achieved in establishing good structures and practice in our churches.
I assumed the role of Parish Safeguarding Officer (PSO) in August 2021. Since then, I have necessarily spent some time getting abreast of all the role entails. I have completed the training modules mandated for the role, namely, the Core Training, consisting of Basic Awareness, Foundation and Leadership modules, followed by Safer Recruitment and People Management and Raising Awareness of Domestic Abuse. I attended an Induction course for new PSOs in September and a PSO Workshop in November. I am also the DBS Validator for the parish and have completed the DBS Validator Training.

There have been two key changes which need to be included in this report. Firstly, a new Safeguarding Training Pathway came into effect in January 2022. The main change is the requirement for those in specific roles to undertake not just the Basic Awareness course but also the Foundations part of the Core Training. The Training Pathway Document is available on the Diocese of Guildford website or from me. Secondly, the Diocese now requires DBS checks to be renewed every three years, instead of every 5 years. (This process is being rolled out over 2 years, so the Diocese has until January 2024 to ensure all DBS checks are less than three years old).

Kirsty Angus has been a great support to me in her role as Parish Safeguarding Training Officer. She has updated the record of training undertaken by members of the parish and checks when people are due to renew their training. We are working together to ensure that people who take on a role in our church fully understand what the role entails, and that the necessary safeguarding procedures and relevant training are carried out.

I meet regularly with Jonathan, our incumbent, to discuss the safeguarding needs of the parish: we look at and update the Parish Dashboard, an on-line tool to enable parishes to check the safeguarding requirements it needs to meet and to produce a safeguarding action plan, each stage of which is shared with and approved by the PCC.

I attend PCC meetings both as PSO and as PCC representative for St Mark’s. I seek to inform the PCC of changes to safeguarding requirements and to ensure that the PCC is fully aware of its safeguarding responsibilities.

I have visited each of the churches in the parish to introduce myself and to raise awareness of the importance of safeguarding in our churches and to encourage everyone to regard it as an integral part of all we do. I am in the process of getting to know more about the activities taking place in our churches, visiting the various groups and meeting the people leading and helping.

We are members of God’s family here at St Peter’s, Woking, and God wants the best for all his children, that they may flourish and live the best lives they can. It is our duty as Christians to enable this to happen in our church, by ensuring it is a place where all feel protected and surrounded by God’s love. Psalm 121 contains these words, ‘He will not let your foot slip, he who

watches over you will not slumber… the Lord will keep you from harm, he will watch over your life.' Let us ensure that safeguarding is 'a golden thread running through all we do'.

*Kay Dodds, PSO & DBS Validator*

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2021**

## Independent examiner's report to the PCC of St. Peter, Woking

This report on the accounts of the PCC for the year ended 31 December 2021, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2016 ('the Act').

## Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and S.145 of the Act have been met. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Act and Regulations.

## Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144 (2) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 144 (2) of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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



Steven Bonsor CPFA
Independent Examiner

5th April 2022

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**BALANCE SHEET**

**31ST DECEMBER 2021**

| | | 2021 | 2020 |
|---|---|---|---|
| **FIXED ASSETS** | | £ | £ |
| Tangible fixed assets | 7 | 57,000 | 58,614 |
| **CURRENT ASSETS** | | | |
| Debtors | 7 | 6,083 | 39,308 |
| Short term deposits | | 141,958 | 142,912 |
| Cash at bank | | 56,561 | 38,421 |
| | | 204,602 | 220,641 |
| **LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR** | 7 | 10,439 | 10,781 |
| **NET CURRENT ASSETS** | | 194,163 | 209,860 |
| **NET ASSETS** | | 251,163 | 268,474 |
| **FUNDS** | 3, 7 | | |
| Unrestricted Funds | | 71,038 | 91,268 |
| Restricted Funds | | 123,124 | 120,206 |
| Property Fund | | 57,000 | 57,000 |
| | | 251,162 | 268,474 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR TO 31ST DECEMBER 2021**

| | Note | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2021 £ | 2020 £ |
|---|---|---|---|---|---|
| **INCOMING RESOURCES** | | | | | |
| *Incoming resources from donors* | 2(a) | 106,291 | 4,104 | 216,686 | 119,778 |
| *Other voluntary incoming resources* | 2(b) | 3,299 | 8,768 | 12,067 | 32,540 |
| *Income from charitable and ancilliary trading* | 2(c) | 21,079 | 0 | 21,079 | 20,205 |
| *Income from investments* | 2(d) | 11 | 35 | 46 | 415 |
| **TOTAL INCOMING RESOURCES** | | 130,680 | 12,907 | 143,587 | 172,938 |
| **RESOURCES USED** | | | | | |
| *Grants* | 3(a) | 4,033 | 1,364 | 5,397 | 4,821 |
| *Activities directly relating to the work of the church* | 3(b) | 121,132 | 2,965 | 245,229 | 119,915 |
| *Fund raising and publicity* | 3(c) | 593 | 0 | 593 | 169 |
| *Church management and administration* | 3(d) | 18,210 | 10,643 | 10,643 | 39,867 |
| *Building and restoration works* | 3(e) | 1,959 | 0 | 1,959 | 5,833 |
| **TOTAL RESOURCES USED** | | 145,927 | 14,972 | 160,899 | 170,605 |
| **NET INCOMING/(OUTGOING) RESOURCES** | | -15,247 | -2,065 | -17,312 | 2,333 |
| BALANCES BROUGHT FORWARD AT 1ST JANUARY | | 91,268 | 120,206 | 211,474 | 209,141 |
| **Transfer from Unrestricted to Restricted (see page 8)** | | -4,983 | 4,983 | | |
| **BALANCES CARRIED FORWARD AT 31ST DECEMBER** | | 71,038 | 123,124 | 194,162 | 211,474 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST DECEMBER 2021**

## ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2016 and in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charity Commission's Statement of Recommended Practice, Accounting and Reporting. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

### Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted Funds are those funds that have been designated by donors for a specific purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.
In 2021 the Coronavirus Support Fund was transferred to becoming a Parish-wide support fund. It went from being a category in the accounts to a separate class as a resrtricted fund whose details are on page 9.
In 2021 a new restricted fund was set up for the chancel reordering work that will be taking place in 2022 with details on p9

### Incoming resources

*Voluntary income and capital sources*
Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income to which they relate is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by concerts, fêtes, jumble sales, quiz nights and similar events are accounted for gross. Sales of Appeal goods are accounted for gross.

*Other ordinary income*

Income from the use of church premises is recognised when the donation is paid

*Income from investments*

Gross dividends and interest are accounted for when received.

*Gains and losses on investments*

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

### Resources used

*Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Organisations that have been assisted by the PCC are listed in the Annual Report.

*Activities directly relating to the work of the church.*

The parish share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### Bailey Trust

The Bailey Trust is an independent charitable trust administered by the Incumbent and Churchwardens of the Parish. In 2021 the Bailey Trust used up all its resources, a total of £6,479, paying for our Children's and Families' Minister. The account has now been closed.

### Short Term Loan

In 2014 the PCC accepted an interest-free loan of £3,000 which was used to assist in the purchase of a piano. The loan is included under short-term liabilities.

### Staffing / Employee Emoluments

In 2021 £22,039 was spent on staff emoluments. During the year there were one part-time and one full time staff

### Scott Legacy

In December 2017 the PCC received a legacy of £113,763 from the will of the late Mr. Ray Scott. This legacy is restricted to meeting the costs of repair and maintenance of the fabric of St. Peter's Church. At 31st December the balance of the fund was £103,447 with £63,447 held in The CBF Church of England Deposit Fund and £40,000 deposited with Boom Credit Union

## 1 ACCOUNTING POLICIES (CONTINUED)

**Colbert Legacy**

As at 31/12/21 an available balance of £21,711 was held on deposit with The CBF Church of England Deposit Fund.

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011. In order to reflect the fact that St. Mark's Church and St. Peter's Church Centre are vested in the Guildford Diocesan Board of Finance as Custodian of the PCC the costs of these two properties (£17,000 and £40,000 respectively) have been included in a Property Fund at cost.

Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church Inventory which can be inspected. For inalienable property acquired before 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired after 1st January 2001 are capitalized and depreciated in the accounts over their anticipated useful economic life as this occurs.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £500 or less are written off when the asset is acquired.

*Current assets*

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

| **2 INCOMING RESOURCES** | **Unrestricted Funds** | **Restricted Funds** | **TOTAL FUNDS 2021** | **2020** |
|---|---|---|---|---|
| | **£** | **£** | **£** | **£** |
| 2(a) *Incoming resources from donors* | | | | |
| Planned giving: | | | | |
| Regular Giving (Gift Aid) | 70,030 | 3,283 | 76,596 | 77,389 |
| Income Tax Recoverable | 14,500 | 821 | 15,321 | 23,935 |
| Regular Giving (non-Gift Aid) | 12,613 | 0 | 12,613 | 11,826 |
| Collections | 6,975 | 0 | 6,975 | 2,665 |
| Gift days | 2,173 | 0 | 2,173 | 3,963 |
| | 106,291 | 4,104 | 110,395 | 119,778 |
| 2(b) *Other voluntary incoming resources* | | | | |
| Grants | 0 | 6673 | 6,673 | 19,641 |
| Legacy | 0 | | 0 | 0 |
| Donations and appeals | 3,264 | 390 | 3,654 | 12,546 |
| Fund raising events | 35 | 1705 | 1,740 | 353 |
| | 3,299 | 8,768 | 12,067 | 32,540 |
| 2(c) *Income from charitable and ancilliary trading* | | | | |
| Use of Premises | 17,777 | 0 | 17,777 | 16,462 |
| Fees | 3,073 | 0 | 3,073 | 2,720 |
| Sale of goods | 229 | 0 | 229 | 1,023 |
| | 21,079 | 0 | 21,079 | 20,205 |
| 2(d) *Income from investments* | | | | |
| Dividends and interest (gross) | 11 | 35 | 46 | 415 |
| **TOTAL INCOMING RESOURCES** | **130,680** | **12,907** | **143,587** | **172,938** |

| **3** | **RESOURCES USED** | **Unrestricted Funds** | **Restricted Funds** | **TOTAL FUNDS 2021** | **2020** |
|---|---|---|---|---|---|
| | | **£** | **£** | **£** | **£** |
| 3(a) | *Grants* | | | | |
| | Donations | 317 | 1,364 | 1,681 | 205 |
| | Missionary and charitable giving | | | | |
| | Church overseas | | | | |
| | - missionary | 1,000 | 0 | 1,000 | 2,000 |
| | - relief and development agencies | 0 | 0 | 0 | 0 |
| | Home missions and other church societies | 1,750 | 0 | 1,750 | 1,816 |
| | Local | 966 | | 966 | 800 |
| | | 4,033 | 1,364 | 5,397 | 4,821 |
| 3(b) | *Activities directly relating to the work of the church* | | | | |
| | Ministry: parish share | 75,937 | 0 | 75,937 | 79,739 |
| | clergy expenses | 1,475 | 476 | 1,951 | 1,564 |
| | clergy houses | 14,202 | 0 | 14,202 | 11,862 |
| | other clergy costs | 0 | 0 | 0 | 0 |
| | Church running expenses | 13,052 | 0 | 13,052 | 12,479 |
| | Church maintenance | 3,836 | 985 | 4,821 | 1,474 |
| | Church Centre running expenses | 5,797 | 0 | 5,797 | 4,731 |
| | Church Centre maintenance | 932 | 0 | 932 | 3,128 |
| | Organist and organ maintenance | 4,900 | 1,104 | 6,004 | 3,855 |
| | Training | 0 | 0 | 0 | 622 |
| | Books and Children's Resources | 1,001 | 400 | 1,401 | 461 |
| | | 121,132 | 2,965 | 245,229 | 119,915 |
| 3(c) | *Fund raising and publicity* | | | | |
| | Costs of fund raising | 593 | 0 | 593 | 169 |
| | | 593 | 0 | 593 | 169 |
| 3(d) | *Church management and administration* | | | | |
| | Parish Administration | 2,990 | 0 | 2,990 | 3,115 |
| | Employee Costs | 11,396 | 10,643 | 22,039 | 33,664 |
| | Printing and stationery | 3,824 | 0 | 3,824 | 3,088 |
| | | 18,210 | 10,643 | 28,853 | 39,867 |
| 3(e) | Building and restoration works | | | | |
| | Building contractors | 0 | 0 | 0 | 0 |
| | Professional fees | 345 | 0 | 345 | 2,921 |
| | Depreciation | 1,614 | 0 | 1,614 | 2,912 |
| | | 1,959 | 0 | 1,959 | 5,833 |
| | **TOTAL RESOURCES USED** | **145,927** | **14,972** | **282,031** | **170,605** |

**NOTES TO THE FINANCIAL STATEMENTS**
**FOR THE YEAR TO 31ST DECEMBER 2021 (CONTINUED)**

## 4 FIXED ASSETS FOR USE BY THE PCC

| | | Freehold land and buildings | Church equipment | Total |
|---|---|---|---|---|
| | | £ | £ | £ |
| *Tangible fixed assets* | | | | |
| Actual or deemed cost at 1st January 2021 | | 57,000 | 71,019 | 128,019 |
| | Additions | 0 | 0 | 0 |
| | Disposals | 0 | 0 | 0 |
| | at 31 December 2021 | 57,000 | 71,019 | 128,019 |
| Depreciation | at 1 January 2021 | 0 | 69,405 | 69,405 |
| | Change for the year | 0 | 1,614 | 1,614 |
| | at 31 December 2021 | 0 | 71,019 | 71,019 |
| Net Book Value | at 31 December 2021 | 57,000 | 0 | 57,000 |
| | at 31 December 2020 | 57,000 | 1,614 | 58,614 |

## 5 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total |
|---|---|---|---|
| | £ | £ | £ |
| Fixed assets | 57,000 | 0 | 57,000 |
| Current assets | 81,478 | 123,124 | 204,602 |
| Current liabilities | 10,439 | 0 | 10,439 |
| | 128,039 | 123,124 | 251,163 |

## 6 DEBTORS

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Income tax recoverable | 6,083 | 18,227 |
| Other debtors | 0 | 21,081 |
| | 6,083 | 39,308 |

## 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2021 | 2020 |
|---|---|---|
| Accruals | 10,439 | 10,781 |
| Other creditors | 0 | 0 |
| | 10,439 | 10,781 |

## 8 FUND DETAILS

The Restricted Funds comprise:

| | | |
|---|---|---|
| Scott Legacy | 100,474 | 102,415 |
| All Souls' Restricted Fund | 17,317 | 17,791 |
| Parish`Parish Support Fund (New) | 1,528 | 0 |
| Chancel Reordering Fund (New) | 2,095 | 0 |
| Children and Families' fund | 1,710 | 0 |
| | 123,124 | 120,206 |
| Unrestricted Fund (comprising General Funds of all three churches) | 128,038 | 148,268 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2021 ACCOUNTS**

**PARISH GENERAL FUND**

| | | 2021 | 2020 |
|---|---|---|---|
| | | £ | £ |
| **INCOME** | | | |
| Regular Giving (Gift Aid) | | 70,030 | 73,610 |
| Income tax recoverable | | 14,500 | 22,990 |
| Regular Giving (non-Gift Aid) | | 12,613 | 11,826 |
| Collections | | 6,975 | 2,665 |
| Gift days | | 2,173 | 3,963 |
| Grants received | | | 0 |
| Donations and appeals | | 3,264 | 12,208 |
| Fund raising events | | 35 | 353 |
| Use of Premises | St. Peter's | 11,831 | 10,301 |
| | St. Mark's | 5,946 | 6,161 |
| Fees | | 3,073 | 2,720 |
| Sale of goods | | 229 | 1,023 |
| Dividends and interest (gross) | | | 0 |
| Colbert Legacy interest | | 11 | 134 |
| **TOTAL INCOME** | | **130,680** | **147,954** |
| **EXPENDITURE** | | | |
| Donations | | 317 | 205 |
| Missionary and charitable giving | | 3,716 | 4,616 |
| Ministry: | parish share | 75,937 | 79,739 |
| | clergy expenses | 1,475 | 703 |
| | clergy houses | 14,202 | 11,862 |
| | other clergy costs | | 0 |
| Parish Administration | | 2,990 | 3,115 |
| Employee Costs | | 11,396 | 9,822 |
| Church running expenses | St. Peter's | 9,270 | 6,985 |
| | St. Mark's | 3,044 | 3,479 |
| | All Souls' | 738 | 2,015 |
| Church maintenance | St. Peter's | 3,298 | 413 |
| | St. Mark's | 538 | 664 |
| | All Souls' | | 80 |
| Church Centre running expenses | | 5,797 | 4,731 |
| Church Centre maintenance | | 932 | 3,128 |
| Organist and organ maintenance | | 4,900 | 2,750 |
| Training | | | 622 |
| Books & Children's Resources | | 1,001 | 461 |
| Events Expenses | | 593 | 169 |
| Costs of goods for sale | | | 0 |
| Printing and stationery | | 3,824 | 3,088 |
| Building contractors | | | 0 |
| Professional fees | | 345 | 2,921 |
| Depreciation | | 1,614 | 2,912 |
| **TOTAL EXPENDITURE** | | **145,927** | **144,480** |
| **SURPLUS/(DEFICIT)** | | -15,247 | 3,474 |
| Brought forward 1st January | | 91,268 | 87,794 |
| Less funds moved to Parish Support Fund | | -2,892 | |
| Less funds moved to CFM fund | | -2,091 | |
| **Balances at 31st December** | | **71,038** | **91,268** |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2021 ACCOUNTS**

**OTHER RESTRICTED FUNDS**

| | CHILDREN'S & FAMILIES' FUND | | SCOTT LEGACY | | ALL SOULS RESTRICTED FUND | | PARISH SUPPORT FUND | | CHANCEL RE-ORDERING | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 2021 | 2020 | 2021 | 2020 | 2021 | 2020 | 2021 | 2020 | 2021 | 2020 |
| **INCOME** | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Regular Giving (Gift Aid) | 3,283 | 3,779 | | | | | | | | |
| Income tax recoverable | 821 | 945 | | | | | | | | |
| Gift Days | | | | | | | | | | |
| Grants Received | 6,558 | 19,641 | 115 | | | | | | | |
| Funds from General Fund | 2091 | | | | | | 2892 | | | |
| Donations and appeals | | 338 | | | | | | | 390 | |
| Fund Raising Events | | | | | | | | | 1,705 | |
| Fees | | | | | | | | | | |
| Sale of Goods | | | | | | | | | | |
| Dividends and interest (gross) | | | 33 | 268 | 2 | 13 | | | | |
| **TOTAL INCOME** | 12,753 | 24,703 | 148 | 268 | 2 | 13 | 2,892 | | 2,095 | |
| **EXPENDITURE** | | | | | | | | | | |
| Donations | | | | | | | 1364 | | | |
| Employee Costs | 10,643 | 23842 | | | | | | | | |
| Books & Children's Resources | 384 | | | | | | | | | |
| Church Running Expenses | | | | | | | | | | |
| Church Maintenance | | | 985 | 317 | | | | | | |
| Church Centre Running Expenses | | | | | | | | | | |
| Organ Maintenance | | | 1,104 | 1,105 | | | | | | |
| Clergy Expenses | | 861 | | | 476 | | | | | |
| Training | | | | | | | | | | |
| Event Expenditure | 16 | | | | | | | | | |
| Contractors | | | | | | | | | | |
| Professional Fees | | | | | | | | | | |
| **TOTAL EXPENDITURE** | 11,043 | 24,703 | 2,089 | 1,422 | 476 | 0 | 1,364 | 0 | 0 | 0 |
| **SURPLUS/(DEFICIT)** | 1,710 | 0 | -1,941 | -1,154 | -474 | 13 | 1,528 | 0 | 2,095 | 0 |
| Brought Forward | 0 | 0 | 102,415 | 103,569 | 17,791 | 17,778 | 0 | 0 | 0 | 0 |
| **Balances at 31st December** | **1,710** | **0** | **100,474** | **102,415** | **17,317** | **17,791** | **1,528** | **0** | **2,095** | **0** |

## Appendix showing disposition of Short Term Deposits and Cash at Bank as at 31st December 2021

| | Bank or Deposit Taker | Balance at 31/12/21 |
|---|---|---|
| **Short Term Deposits** | | |
| All Souls' | Barclays Bank | £16,797.77 |
| St. Mark's | Santander Bank | £1.93 |
| Colbert Legacy | CCLA | £21,710.57 |
| Scott Legacy | CCLA | £63,447.44 |
| Scott Legacy | Boom ! Credit Union | £40,000.00 |
| Total | | £141,957.71 |
| **Cash at Bank (current accounts)** | | |
| All Souls' | Barclays Bank | £13,206.14 |
| St. Mark's | Santander Bank | £9,808.42 |
| Parish of St. Peter, Woking | Santander Bank | £33,546.07 |
| Less unpresented cheques | | £- |
| Total | | £56,560.63 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2021**

## Independent examiner's report to the PCC of St. Peter, Woking

This report on the accounts of the PCC for the year ended 31 December 2021, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2016 ('the Act').

## Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and S.145 of the Act have been met. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Act and Regulations.

## Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144 (2) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 144 (2) of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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



Steven Bonsor CPFA
Independent Examiner

5th April 2022

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**BALANCE SHEET**

**31ST DECEMBER 2021**

| | | 2021 | 2020 |
|---|---|---|---|
| **FIXED ASSETS** | | £ | £ |
| Tangible fixed assets | 7 | 57,000 | 58,614 |
| **CURRENT ASSETS** | | | |
| Debtors | 7 | 6,083 | 39,308 |
| Short term deposits | | 141,958 | 142,912 |
| Cash at bank | | 56,561 | 38,421 |
| | | 204,602 | 220,641 |
| **LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR** | 7 | 10,439 | 10,781 |
| **NET CURRENT ASSETS** | | 194,163 | 209,860 |
| **NET ASSETS** | | 251,163 | 268,474 |
| **FUNDS** | 3, 7 | | |
| Unrestricted Funds | | 71,038 | 91,268 |
| Restricted Funds | | 123,124 | 120,206 |
| Property Fund | | 57,000 | 57,000 |
| | | 251,162 | 268,474 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR TO 31ST DECEMBER 2021**

| | Note | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2021 £ | 2020 £ |
|---|---|---|---|---|---|
| **INCOMING RESOURCES** | | | | | |
| *Incoming resources from donors* | 2(a) | 106,291 | 4,104 | 216,686 | 119,778 |
| *Other voluntary incoming resources* | 2(b) | 3,299 | 8,768 | 12,067 | 32,540 |
| *Income from charitable and ancilliary trading* | 2(c) | 21,079 | 0 | 21,079 | 20,205 |
| *Income from investments* | 2(d) | 11 | 35 | 46 | 415 |
| **TOTAL INCOMING RESOURCES** | | 130,680 | 12,907 | 143,587 | 172,938 |
| **RESOURCES USED** | | | | | |
| *Grants* | 3(a) | 4,033 | 1,364 | 5,397 | 4,821 |
| *Activities directly relating to the work of the church* | 3(b) | 121,132 | 2,965 | 245,229 | 119,915 |
| *Fund raising and publicity* | 3(c) | 593 | 0 | 593 | 169 |
| *Church management and administration* | 3(d) | 18,210 | 10,643 | 10,643 | 39,867 |
| *Building and restoration works* | 3(e) | 1,959 | 0 | 1,959 | 5,833 |
| **TOTAL RESOURCES USED** | | 145,927 | 14,972 | 160,899 | 170,605 |
| **NET INCOMING/(OUTGOING) RESOURCES** | | -15,247 | -2,065 | -17,312 | 2,333 |
| BALANCES BROUGHT FORWARD AT 1ST JANUARY | | 91,268 | 120,206 | 211,474 | 209,141 |
| **Transfer from Unrestricted to Restricted (see page 8)** | | -4,983 | 4,983 | | |
| **BALANCES CARRIED FORWARD AT 31ST DECEMBER** | | 71,038 | 123,124 | 194,162 | 211,474 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST DECEMBER 2021**

## ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2016 and in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charity Commission's Statement of Recommended Practice, Accounting and Reporting. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

### Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted Funds are those funds that have been designated by donors for a specific purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.
In 2021 the Coronavirus Support Fund was transferred to becoming a Parish-wide support fund. It went from being a category in the accounts to a separate class as a resrtricted fund whose details are on page 9.
In 2021 a new restricted fund was set up for the chancel reordering work that will be taking place in 2022 with details on p9

### Incoming resources

*Voluntary income and capital sources*
Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income to which they relate is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by concerts, fêtes, jumble sales, quiz nights and similar events are accounted for gross. Sales of Appeal goods are accounted for gross.

*Other ordinary income*

Income from the use of church premises is recognised when the donation is paid

*Income from investments*

Gross dividends and interest are accounted for when received.

*Gains and losses on investments*

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

### Resources used

*Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Organisations that have been assisted by the PCC are listed in the Annual Report.

*Activities directly relating to the work of the church.*

The parish share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### Bailey Trust

The Bailey Trust is an independent charitable trust administered by the Incumbent and Churchwardens of the Parish. In 2021 the Bailey Trust used up all its resources, a total of £6,479, paying for our Children's and Families' Minister. The account has now been closed.

### Short Term Loan

In 2014 the PCC accepted an interest-free loan of £3,000 which was used to assist in the purchase of a piano. The loan is included under short-term liabilities.

### Staffing / Employee Emoluments

In 2021 £22,039 was spent on staff emoluments. During the year there were one part-time and one full time staff

### Scott Legacy

In December 2017 the PCC received a legacy of £113,763 from the will of the late Mr. Ray Scott. This legacy is restricted to meeting the costs of repair and maintenance of the fabric of St. Peter's Church. At 31st December the balance of the fund was £103,447 with £63,447 held in The CBF Church of England Deposit Fund and £40,000 deposited with Boom Credit Union

## 1 ACCOUNTING POLICIES (CONTINUED)

**Colbert Legacy**

As at 31/12/21 an available balance of £21,711 was held on deposit with The CBF Church of England Deposit Fund.

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011. In order to reflect the fact that St. Mark's Church and St. Peter's Church Centre are vested in the Guildford Diocesan Board of Finance as Custodian of the PCC the costs of these two properties (£17,000 and £40,000 respectively) have been included in a Property Fund at cost.

Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church Inventory which can be inspected. For inalienable property acquired before 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired after 1st January 2001 are capitalized and depreciated in the accounts over their anticipated useful economic life as this occurs.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £500 or less are written off when the asset is acquired.

*Current assets*

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

| **2 INCOMING RESOURCES** | **Unrestricted Funds** | **Restricted Funds** | **TOTAL FUNDS 2021** | **2020** |
|---|---|---|---|---|
| | **£** | **£** | **£** | **£** |
| 2(a) *Incoming resources from donors* | | | | |
| Planned giving: | | | | |
| Regular Giving (Gift Aid) | 70,030 | 3,283 | 76,596 | 77,389 |
| Income Tax Recoverable | 14,500 | 821 | 15,321 | 23,935 |
| Regular Giving (non-Gift Aid) | 12,613 | 0 | 12,613 | 11,826 |
| Collections | 6,975 | 0 | 6,975 | 2,665 |
| Gift days | 2,173 | 0 | 2,173 | 3,963 |
| | 106,291 | 4,104 | 110,395 | 119,778 |
| 2(b) *Other voluntary incoming resources* | | | | |
| Grants | 0 | 6673 | 6,673 | 19,641 |
| Legacy | 0 | | 0 | 0 |
| Donations and appeals | 3,264 | 390 | 3,654 | 12,546 |
| Fund raising events | 35 | 1705 | 1,740 | 353 |
| | 3,299 | 8,768 | 12,067 | 32,540 |
| 2(c) *Income from charitable and ancilliary trading* | | | | |
| Use of Premises | 17,777 | 0 | 17,777 | 16,462 |
| Fees | 3,073 | 0 | 3,073 | 2,720 |
| Sale of goods | 229 | 0 | 229 | 1,023 |
| | 21,079 | 0 | 21,079 | 20,205 |
| 2(d) *Income from investments* | | | | |
| Dividends and interest (gross) | 11 | 35 | 46 | 415 |
| **TOTAL INCOMING RESOURCES** | **130,680** | **12,907** | **143,587** | **172,938** |

| **3** | **RESOURCES USED** | **Unrestricted Funds** | **Restricted Funds** | **TOTAL FUNDS 2021** | **2020** |
|---|---|---|---|---|---|
| | | **£** | **£** | **£** | **£** |
| 3(a) | *Grants* | | | | |
| | Donations | 317 | 1,364 | 1,681 | 205 |
| | Missionary and charitable giving | | | | |
| | Church overseas | | | | |
| | - missionary | 1,000 | 0 | 1,000 | 2,000 |
| | - relief and development agencies | 0 | 0 | 0 | 0 |
| | Home missions and other church societies | 1,750 | 0 | 1,750 | 1,816 |
| | Local | 966 | | 966 | 800 |
| | | 4,033 | 1,364 | 5,397 | 4,821 |
| 3(b) | *Activities directly relating to the work of the church* | | | | |
| | Ministry: parish share | 75,937 | 0 | 75,937 | 79,739 |
| | clergy expenses | 1,475 | 476 | 1,951 | 1,564 |
| | clergy houses | 14,202 | 0 | 14,202 | 11,862 |
| | other clergy costs | 0 | 0 | 0 | 0 |
| | Church running expenses | 13,052 | 0 | 13,052 | 12,479 |
| | Church maintenance | 3,836 | 985 | 4,821 | 1,474 |
| | Church Centre running expenses | 5,797 | 0 | 5,797 | 4,731 |
| | Church Centre maintenance | 932 | 0 | 932 | 3,128 |
| | Organist and organ maintenance | 4,900 | 1,104 | 6,004 | 3,855 |
| | Training | 0 | 0 | 0 | 622 |
| | Books and Children's Resources | 1,001 | 400 | 1,401 | 461 |
| | | 121,132 | 2,965 | 245,229 | 119,915 |
| 3(c) | *Fund raising and publicity* | | | | |
| | Costs of fund raising | 593 | 0 | 593 | 169 |
| | | 593 | 0 | 593 | 169 |
| 3(d) | *Church management and administration* | | | | |
| | Parish Administration | 2,990 | 0 | 2,990 | 3,115 |
| | Employee Costs | 11,396 | 10,643 | 22,039 | 33,664 |
| | Printing and stationery | 3,824 | 0 | 3,824 | 3,088 |
| | | 18,210 | 10,643 | 28,853 | 39,867 |
| 3(e) | Building and restoration works | | | | |
| | Building contractors | 0 | 0 | 0 | 0 |
| | Professional fees | 345 | 0 | 345 | 2,921 |
| | Depreciation | 1,614 | 0 | 1,614 | 2,912 |
| | | 1,959 | 0 | 1,959 | 5,833 |
| | **TOTAL RESOURCES USED** | **145,927** | **14,972** | **282,031** | **170,605** |

**NOTES TO THE FINANCIAL STATEMENTS**
**FOR THE YEAR TO 31ST DECEMBER 2021 (CONTINUED)**

## 4 FIXED ASSETS FOR USE BY THE PCC

| | | Freehold land and buildings | Church equipment | Total |
|---|---|---|---|---|
| | | £ | £ | £ |
| *Tangible fixed assets* | | | | |
| Actual or deemed cost at 1st January 2021 | | 57,000 | 71,019 | 128,019 |
| | Additions | 0 | 0 | 0 |
| | Disposals | 0 | 0 | 0 |
| | at 31 December 2021 | 57,000 | 71,019 | 128,019 |
| Depreciation | at 1 January 2021 | 0 | 69,405 | 69,405 |
| | Change for the year | 0 | 1,614 | 1,614 |
| | at 31 December 2021 | 0 | 71,019 | 71,019 |
| Net Book Value | at 31 December 2021 | 57,000 | 0 | 57,000 |
| | at 31 December 2020 | 57,000 | 1,614 | 58,614 |

## 5 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total |
|---|---|---|---|
| | £ | £ | £ |
| Fixed assets | 57,000 | 0 | 57,000 |
| Current assets | 81,478 | 123,124 | 204,602 |
| Current liabilities | 10,439 | 0 | 10,439 |
| | 128,039 | 123,124 | 251,163 |

## 6 DEBTORS

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Income tax recoverable | 6,083 | 18,227 |
| Other debtors | 0 | 21,081 |
| | 6,083 | 39,308 |

## 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2021 | 2020 |
|---|---|---|
| Accruals | 10,439 | 10,781 |
| Other creditors | 0 | 0 |
| | 10,439 | 10,781 |

## 8 FUND DETAILS

The Restricted Funds comprise:

| | | |
|---|---|---|
| Scott Legacy | 100,474 | 102,415 |
| All Souls' Restricted Fund | 17,317 | 17,791 |
| Parish`Parish Support Fund (New) | 1,528 | 0 |
| Chancel Reordering Fund (New) | 2,095 | 0 |
| Children and Families' fund | 1,710 | 0 |
| | 123,124 | 120,206 |
| Unrestricted Fund (comprising General Funds of all three churches) | 128,038 | 148,268 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2021 ACCOUNTS**

**PARISH GENERAL FUND**

| | | 2021 | 2020 |
|---|---|---|---|
| | | £ | £ |
| **INCOME** | | | |
| Regular Giving (Gift Aid) | | 70,030 | 73,610 |
| Income tax recoverable | | 14,500 | 22,990 |
| Regular Giving (non-Gift Aid) | | 12,613 | 11,826 |
| Collections | | 6,975 | 2,665 |
| Gift days | | 2,173 | 3,963 |
| Grants received | | | 0 |
| Donations and appeals | | 3,264 | 12,208 |
| Fund raising events | | 35 | 353 |
| Use of Premises | St. Peter's | 11,831 | 10,301 |
| | St. Mark's | 5,946 | 6,161 |
| Fees | | 3,073 | 2,720 |
| Sale of goods | | 229 | 1,023 |
| Dividends and interest (gross) | | | 0 |
| Colbert Legacy interest | | 11 | 134 |
| **TOTAL INCOME** | | **130,680** | **147,954** |
| **EXPENDITURE** | | | |
| Donations | | 317 | 205 |
| Missionary and charitable giving | | 3,716 | 4,616 |
| Ministry: | parish share | 75,937 | 79,739 |
| | clergy expenses | 1,475 | 703 |
| | clergy houses | 14,202 | 11,862 |
| | other clergy costs | | 0 |
| Parish Administration | | 2,990 | 3,115 |
| Employee Costs | | 11,396 | 9,822 |
| Church running expenses | St. Peter's | 9,270 | 6,985 |
| | St. Mark's | 3,044 | 3,479 |
| | All Souls' | 738 | 2,015 |
| Church maintenance | St. Peter's | 3,298 | 413 |
| | St. Mark's | 538 | 664 |
| | All Souls' | | 80 |
| Church Centre running expenses | | 5,797 | 4,731 |
| Church Centre maintenance | | 932 | 3,128 |
| Organist and organ maintenance | | 4,900 | 2,750 |
| Training | | | 622 |
| Books & Children's Resources | | 1,001 | 461 |
| Events Expenses | | 593 | 169 |
| Costs of goods for sale | | | 0 |
| Printing and stationery | | 3,824 | 3,088 |
| Building contractors | | | 0 |
| Professional fees | | 345 | 2,921 |
| Depreciation | | 1,614 | 2,912 |
| **TOTAL EXPENDITURE** | | **145,927** | **144,480** |
| **SURPLUS/(DEFICIT)** | | -15,247 | 3,474 |
| Brought forward 1st January | | 91,268 | 87,794 |
| Less funds moved to Parish Support Fund | | -2,892 | |
| Less funds moved to CFM fund | | -2,091 | |
| **Balances at 31st December** | | **71,038** | **91,268** |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2021 ACCOUNTS**

**OTHER RESTRICTED FUNDS**

| | CHILDREN'S & FAMILIES' FUND | | SCOTT LEGACY | | ALL SOULS RESTRICTED FUND | | PARISH SUPPORT FUND | | CHANCEL RE-ORDERING | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 2021 | 2020 | 2021 | 2020 | 2021 | 2020 | 2021 | 2020 | 2021 | 2020 |
| **INCOME** | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Regular Giving (Gift Aid) | 3,283 | 3,779 | | | | | | | | |
| Income tax recoverable | 821 | 945 | | | | | | | | |
| Gift Days | | | | | | | | | | |
| Grants Received | 6,558 | 19,641 | 115 | | | | | | | |
| Funds from General Fund | 2091 | | | | | | 2892 | | | |
| Donations and appeals | | 338 | | | | | | | 390 | |
| Fund Raising Events | | | | | | | | | 1,705 | |
| Fees | | | | | | | | | | |
| Sale of Goods | | | | | | | | | | |
| Dividends and interest (gross) | | | 33 | 268 | 2 | 13 | | | | |
| **TOTAL INCOME** | 12,753 | 24,703 | 148 | 268 | 2 | 13 | 2,892 | | 2,095 | |
| **EXPENDITURE** | | | | | | | | | | |
| Donations | | | | | | | 1364 | | | |
| Employee Costs | 10,643 | 23842 | | | | | | | | |
| Books & Children's Resources | 384 | | | | | | | | | |
| Church Running Expenses | | | | | | | | | | |
| Church Maintenance | | | 985 | 317 | | | | | | |
| Church Centre Running Expenses | | | | | | | | | | |
| Organ Maintenance | | | 1,104 | 1,105 | | | | | | |
| Clergy Expenses | | 861 | | | 476 | | | | | |
| Training | | | | | | | | | | |
| Event Expenditure | 16 | | | | | | | | | |
| Contractors | | | | | | | | | | |
| Professional Fees | | | | | | | | | | |
| **TOTAL EXPENDITURE** | 11,043 | 24,703 | 2,089 | 1,422 | 476 | 0 | 1,364 | 0 | 0 | 0 |
| **SURPLUS/(DEFICIT)** | 1,710 | 0 | -1,941 | -1,154 | -474 | 13 | 1,528 | 0 | 2,095 | 0 |
| Brought Forward | 0 | 0 | 102,415 | 103,569 | 17,791 | 17,778 | 0 | 0 | 0 | 0 |
| **Balances at 31st December** | **1,710** | **0** | **100,474** | **102,415** | **17,317** | **17,791** | **1,528** | **0** | **2,095** | **0** |

## Appendix showing disposition of Short Term Deposits and Cash at Bank as at 31st December 2021

| | Bank or Deposit Taker | Balance at 31/12/21 |
|---|---|---|
| **Short Term Deposits** | | |
| All Souls' | Barclays Bank | £16,797.77 |
| St. Mark's | Santander Bank | £1.93 |
| Colbert Legacy | CCLA | £21,710.57 |
| Scott Legacy | CCLA | £63,447.44 |
| Scott Legacy | Boom ! Credit Union | £40,000.00 |
| Total | | £141,957.71 |
| **Cash at Bank (current accounts)** | | |
| All Souls' | Barclays Bank | £13,206.14 |
| St. Mark's | Santander Bank | £9,808.42 |
| Parish of St. Peter, Woking | Santander Bank | £33,546.07 |
| Less unpresented cheques | | £- |
| Total | | £56,560.63 |

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER, WOKING**

England & Wales - Charity number 1127922

# Accounts

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# ANNUAL REPORT
# of the PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS (in separate booklet)

### For the year ended 31 December 2020

**Priest in Charge**
Revd. Jonathan Thomas
The Vicarage
66 Westfield Road
Woking
Surrey
GU22 9NG

**Bankers**

*St Peter's and St Mark's*
Santander Bank
Bridle Road,
Merseyside
GIR 0AA

*All Souls'*
Barclays Bank
Church Street East
Woking
Surrey
GU21 6AE

**Independent Examiner**
Steve Bonsor

**PARISH CHURCH**
St Peter's, Old Woking

**DISTRICT CHURCHES**
All Souls', Sutton Green
St Mark's, Westfield

# ANNUAL REPORTS FOR 2020

## Introduction

The Parochial Church Council (PCC) is a Charity which has been registered with the Charity Commissioners since 2009. The Charities Act 2016 regulates the way in which the PCC must report to its local congregation and the public at large. The report and accounts for 2020 are presented in a format that complies with the requirements of the Charities Act 2016.

## Parish Aims and PCC organisation

Our purpose is to make disciples of Jesus Christ in the Parish of St Peter, Woking and to support our mission partners in other countries in their disciple-making ministries.

The PCC co-operates with the clergy in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the financial affairs of the church, and for the maintenance and insurance of:

- The three churches and their contents;
- The St Peter's Church Centre and its contents.

The PCC meets at least four times a year and is assisted by a considerable amount of committee work, particularly with regard to the day-to-day business of the district churches.

All the statutory disclosure information and details of the various committees are set out on page 2 of this report.

## The Accounts

The consolidated accounts of the parish, having been examined by the Independent Examiner, have to be approved by the PCC and then presented to the Annual Parochial Church Meeting. The format of the accounts set out on pages 1 to 9 of the separate booklet conforms to the provisions of the Charities Act 2016 and the Church Accounting Regulations 2006. The combined income of the parish has exceeded the threshold of £100,000, and therefore the accounts have been prepared on the accrual's basis, in accordance with the regulations laid down by the Charities Act 2016.

Receipts and payments are analysed into Restricted Fund activities and Unrestricted Funds. Restricted Fund income relates to a specific purpose. The funds of All Souls', Sutton Green and of St Mark's, Westfield are Restricted Funds. Unrestricted funds are those that the PCC can allocate as they consider appropriate.

## STATUTORY DISCLOSURES:

**Membership of the Parochial Church Council (PCC):-**

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting or the Annual District Church Meetings in accordance with the Church Representation Rules, or co-opted to the Council by the vote of its members. During the year the following served as members of the PCC:

## PCC MEMBERS SERVING JANUARY – DECEMBER 2020

| | | |
|---|---|---|
| Priest in Charge | Rev'd Jonathan Thomas | |
| Curate | Revd Sam Waako | |
| Permission to Officiate | Rev'd Mick Moorse | |
| Licensed Lay Minister | Rachel Johnson | |
| Children's and Families Minister | Robin Jones | |
| Churchwardens | Mark Lemprière<br>Jacquie Still | |
| Elected members | Vacancy | Deputy Warden, St Peter's |
| | Rosemary McCrum | Deputy Warden, St Mark's |
| | Vacancy | Deputy Warden, All Souls' |
| | Allen Taylor | St Peter's representative & Parish Treasurer |
| | Brenda Collard | St Peter's representative |
| | Caroline Harvey | St Peter's representative |
| | Andy Holcombe | St Mark's representative |
| | Patrick Chapman | All Souls' representative |
| | Geoff Pugh | Deanery Synod representative |
| | Pauline Wilde | Deanery Synod representative |
| | Jenny Jones | Deanery Synod representative |
| Co-opted members | Tracey Pusey | Parish Safeguarding Officer |
| | Jane Minney | PCC Secretary |

## Committees

Standing Committee

This is the only committee required by law. It meets, as necessary, to transact the business of the PCC between meetings, subject to any delegated responsibilities made by the PCC.

The following committees are sub-committees of the PCC:

St Peter's Church Council

This committee meets at least four times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Peter's Church, Old Woking.

All Souls' District Church Council

This committee meets at least four times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to All Souls' Church, Sutton Green.

St Mark's District Church Council

This committee meets at least four times each year to deal with the delegated responsibilities of evangelistic, pastoral, administrative and financial matters appertaining to St Mark's Church, Westfield.

Finance Committee

This committee meets three times each year to facilitate the financial affairs of the parish and the consolidation and presentation of the parish accounts.

## Church Employees

There were two paid employees of the PCC. Helen Maguire, Robin Jones.

# Reports


| 1. | PARISH REPORTS | page |
|---|---|---|
| | Vicar's Report | 3 |
| | Children and Family Worker's Report | 5 |
| | Parochial Church Council of St. Peter, Woking – Treasurer's Report | 6 |
| | Missions Giving 2020 | 6 |
| | Financial Statements as at 31st December 2020 – (see separate booklet) | 7 |
| | Parochial Church Council of St. Peter, Woking – Secretary's Report | 7 |
| | Churchwardens' Report | 8 |
| | Electoral Roll Report | 9 |
| | Deanery Synod Report | 9 |
| | Pastoral Team Report | 10 |
| | Parish Safeguarding Officer's report | 10 |


## 1. PARISH REPORTS

### Vicar

Every report from any organisation regarding 2020 will note what an unprecedented year it was, how no one saw it coming, how hard it has been for everyone, but yet in the midst of the darkness there was light and that as we move forward into the 'new normal' we must learn from our experiences of COVID-19 which will involve change. My report endorses all of that, but will be a little different.

Firstly, in daily Morning Prayer on Zoom, which has been well attended by usually 8-12 people, we always read a Psalm. It has been interesting to note how many Psalms have really resonated with our experiences of 2020 as about one-third of the 150 Psalms are classified as psalms of lament where the psalmist is crying out to God for help from whatever is assailing him, usually physical enemies. They contain lament for what is lost, fears of what lies ahead, cries to God for help and a realisation of dependency on God. But they nearly always include praise to God for who he is: his majesty, power, eternal nature, ability to save and trustworthiness.

The Psalms give us permission to be honest with God, to cry out in frustration, to ask those difficult questions of Him, and as we do so rather than turn to despair we remind ourselves of God's eternal and loving qualities that enable us to trust him whatever has happened to us and whatever we fear about the future. So I look back at 2020 with great sadness of not being able to meet together very much, of many of you that I have barely seen if at all, of lessening of connections with our schools, of ministries and groups that have been unable to meet. But I also look back with great thankfulness at the way you, God's people, have responded in love, encouragement, steadfastness and faith and with thankfulness that despite all we have lost God still reigns and has used this year to humble me and teach me a thing or two!

As so little happened specific to each church this year with most activities and services being online across the whole parish there are no separate church reports this year so this report and the wonderful warden's report below aims to cover the parish wide as well as church specific activities of the year. Here are a few of my highlights under various categories:

### Pre-COVID 19

The year began with the celebration of Robin being formally licensed in his ministerial role at St Peter's by the assistant archdeacon, Rev Robert Jenkins, with family and friends in attendance. We enjoyed a few socials such as Poetry, Prose and Puddings, Pancake Café at the Church centre and a wonderful piano concert at St Peter's by our two organists, Matthew Rickard and Trevor Aldridge. Six of us from the parish took part in the Surrey Half Marathon struggling along the 13.1 miles around Woking, raising over £1000 that was shared between the parish and Your Sanctuary charity. We had lots more events and special services planned, but most either didn't happen once COVID struck or were moved to Zoom, apart from our wonderful Christmas Tree Festival at St Peter's in December.

**Worship, online and in person**

Together with every church in the nation once the first lockdown came and we couldn't together worship in church we had to adapt very quickly to finding an alternative way to worship. With good advice from Robin we decided to pre-record our services to get the best quality with the limited resources we had and then using Robin's technical knowhow to edit them together and broadcast them on YouTube where, as a parish, we could worship together with our households and chat and for some without getting out of bed or dressed! We recognised that some couldn't access the internet so provided full service sheets for them and in due course DVDs of the services for those who wanted them. This required us to get the services ready by Thursday which meant a complete change in our weekly planning. The ministry team held weekly planning meetings for these services where we bounced ideas off each other and came up with creative and stimulating ways of worshipping online. It has been lovely to get to know each other much better and hear how God has been at work, especially across the different churches, as we shared videos of our experiences during lockdown in the services. It has been great to have people joining us from other countries, other churches, and I know many of our friends and families have worshipped with us online as well, which has been a huge blessing to many. Thank you to all who have participated in some way with these online services, but especially to Robin for the many hours he has put in to making the services so technically good.

It was good that some were able to worship together in our churches from mid-July as we put in place the required COVID-secure measures and adapted out service times to twice a month in each church. Not being able to sing, take full communion and eventually having to wear face masks in church made worship not fully satisfactory for most of us, but we learnt to worship God in new ways and it was lovely to see people face to face. We recognise that with various restrictions and the fears of spreading the virus many could not or preferred not to worship in church which was totally understood and the online services remained in place every week for those not in church buildings.

With Sunday School not able to happen we introduced a new monthly service for families at St Peter's called Energise which worked really well and attracted a good number of families who were previously on the fringe of church. We also started up a monthly Forest church, outside St Peter's, mainly aimed at families, but open to all which allowed us to worship in new ways and find new ways of keeping warm and dry!

We had two weddings, both moved earlier to avoid full restrictions which were simple, small but joyful occasions.

**Zoom**

We all wish we had bought shares in Zoom which became the nationwide platform for meetings, family gatherings and social activities. We Zoomed Morning Prayer with a regular core of 8-12 most days which helped us grow and feel supported spiritually. Connect Groups went on Zoom, as did DCC and PCC meetings, our after service coffee, staff meetings, prayer meetings and socials such as quizzes, entertainment evenings and poetry nights.

Whilst many of us have headaches from being on the computer far more than before, and some have really struggled with this new technology, Zoom has enabled us to keep in touch easily, has saved us travel time and enabled us to continue effective ministry.

**Pastoral care**

The link system we set up in 2019, whereby every person in our churches has a link person looking out for them, came into its own during the pandemic. People were phoned, emailed, whatsapped or contacted in some way to help each other feel less lonely and connected to their church family. A huge thank you to all our lovely link people who have kept in touch so well.

Jenny and Robin set up our Shop and Drop system which helped a few of the more vulnerable and housebound with their shopping and other necessary tasks and we set up a coronavirus support fund which raised over £3000 to be given to those in our parish adversely affected financially by the pandemic.

Our pastoral team of Brenda, Pauline, Martin and Carole with others such as Mark Lempriere and Patrick and Barbara Phillipps have been brilliant at caring pastorally for far more than just their Link and Connect groups for which I am most grateful.

Funerals were particularly tough for families of the deceased during the pandemic with severe restrictions on numbers and not being able to sing, but there were some poignant and beautiful services held in church and at the crematorium. We remember with fondness those who have worshipped with us, but died last year: Jackie Faultless, Andrew Leggatt, Malcolm Hunt, Patricia Moorse, Richard Summers, Bob Baker and Margaret Pain and continue to pray for the families.

**Thank yous**

I would like to say thank you to everyone who has prayed for us and with us, worshipped with us in person and online, given to the ministry of the parish, especially those who have made extra donations during a difficult year financially, attended meetings on Zoom, and who have served the parish in many ways, having to adapt the way they do so. We are blessed with a wonderful church family in each of our 3 churches who have lived out the gospel values of worship, love, service and endurance through the toughest of years. And my final thank you echoes Paul's words in 1 Corinthians 15:57 "But thanks be to God! He gives us the victory through our Lord Jesus Christ."

*Jonathan*

**Children and Family Minister**

2020 began as normal. Sparks and Tots, our two toddler groups, continued along with Refresh Café, Open the book, Messy Church, our Sunday schools, and All-Age Services. But as the pandemic took hold of the country and we moved into lock down all ministries had to stop suddenly.

This left us needing to respond quickly, changing the way we engaged with children and families whilst face-to-face ministry was not able to continue.

Our first initiative was 'Church in a Bag' and 'Craft in a Bag'. These were simply a way of giving families a way to do church or be entertained in the home. The bags contained everything needed - either as a selection of craft activities or a church service with interactive craft, readings, and reflection. These proved incredibly popular with church and non-church families but had to quickly come to an end due to our limitations on deliveries as restrictions continued to tighten.

This was replaced with 'Church in an Email' which was similar to 'Church in a Bag' but without the resources which greatly hampered who could fully take part but was the best we thought we could do. This also involved a Zoom call after our online Sunday services when families could gather for further worship and connection. This filled a need from families within the church to continue to connect and chat as this could not be done in person, but was only attended by a few families.

Once we could meet in person again, we started two new services 'Energise' and 'Forest Church' at St Peter's as it was not possible to have any form of Sunday School.

Energise is an in-church service meeting once a month, specifically aimed at families and to allow for young children who were not able to follow social distancing rules. It gave families a space to worship God in song, prayer and word in a relaxed atmosphere and attracted a few families who were on the fringe of our church activities.

Forest Church is about worshiping outside and connecting to nature. Again, it allowed children to have the space to move around freely without worrying about social distancing.

These were both well received and gave families a way of connecting twice a month in a more relaxed space. Energise continued online when we were locked down once again, but Forest Church was not able to.

Our school's ministry has proven very difficult, but we did record a few Open the Book stories which were shown in the schools.

Our connection to our families that we meet outside church (for example at toddler groups or Refresh Café) has been greatly affected by the pandemic, with very limited response to emails which has been our main option for reaching them, though we did give away Christmas bags outside St Mark's to families from Westfield School which allowed us to connect with some families from Refresh Café who were all keen to know when we would be starting back. We hope and pray these relationships will start up again when we are able to return to groups such as Refresh café, toddler groups and our school's ministry.

This year has forced us to think about ministry in a very different way but has given us a unique opportunity to assess our current ministry and allow us to look at what ministry should look like post pandemic. A huge thank you to all that have stepped up at this time and to all the families that have joined in and supported one another during these trying times.

*Jonathan*

**Parochial Church Council of St. Peter Woking - Treasurer**

2020 was a year of lockdowns which meant restricted or no attendance across the Parish, this resulting in a drop in collections, fund raising events, use of premises and fees. PCC income was £147,953 and expenditure was £144,479 giving an overall surplus of £3,474 in 2020, compared to a surplus of £5,106 in 2019

There were a few key items affecting this result:

Primarily a large decrease of £13,068 from *Collections,* due to Church lockdowns but offset by £6,363 from additional *Regular Giving Gift Aid & Non Gift Aid* plus *Income Tax Recoverable (*+£807, +£2,771 & +£1,785 respectively*)* plus an extra £2,443 from *Gift Days* with an almost doubling of *Donations & Appeals* from £6,409 in 2019 to £12,208 in 2020 which included over £3,000 given to the Coronavirus support fund.

Use of premises decreased from £32,310 in 2019 to £16,462 in 2020 due to a decrease in lettings at both St Mark's and St Peter's Church Centre because of the pandemic*.*

Our maintenance and running expenses of our churches and church centre were down by a combined £5,773 and our organists' fees down by £2,520. These were the major decreases in expenditure which helped offset the decreases in income.

Expenditure on Children's and Families' Ministry was £24,704 in 2020. Expenditure was fully met by income and topped the Bailey Trust, an independent charitable trust administered by the incumbent and church wardens of the parish. As at 31st December 2020 the Bailey Trust had a net balance of £6,505 which means it will not be able to support the Children's and Families' Ministry beyond mid 2021.

**Mission giving in 2020**

| **Mission Partner** | **Amount** |
|---|---|
| World Horizons (Cloud Family) | £ 1,000 |
| Church Army | £ 1,000 |
| CMS | £ 1,000 |
| Project Return | £ 216 |
| York Road Project | £ 187 |
| Engage Woking Schools | £ 187 |
| **Total** | **£ 3,590** |

*Allen Taylor (Treasurer) and Jonathan Thomas (Vicar)*

**Parish Financial Statements (Please see separate booklet)**

**Parochial Church Council (PCC)**

The PCC met for scheduled meetings in January and March, with the meetings for May and October remotely by Zoom, with an average attendance of 15 members. There were also four additional Extraordinary PCC meetings in July twice, November and December, all by Zoom, and with an average attendance of 12 members.

The format of the meetings includes regular agenda headings and a liturgy structure, with Bible reading, thanksgiving and short times of open prayer for the matters under discussion. Highlights of the recent activities of each of the three churches are also shared at every meeting. Regular business of the PCC includes the oversight of parish financial affairs, so budget planning and progress is reviewed at every meeting.

January:-

- A short video was shown - Exposed: The Churches Darkest Secret in which the actions of Peter Ball caused the church to become badly damaged by his behaviour, and significant emphasis was placed on the importance of safeguarding, with the Code of Safeguarding Working Practice having been circulated.
- A new Treasurer was appointed.
- New CMS partner, Malcolm Pritchard, was approved.

March:-

- 2019 accounts were approved
- Chancel reordering at St Peter's was approved
- Much of the meeting content for new or approved plans moving forward had uncertain timelines as the newly announced "lockdown" and restrictions due to the international pandemic just emerging.

May:-

- With the changing financial circumstances due to the pandemic, much of the focus was the shift in loss of income to date, and the anticipated planning for income in the coming months.
- The possible borrowing of funds was discussed at length, with agreement only to borrow if needed, and not at that time.
- There was a review of the past few weeks with meetings and activities being held on line, and how the changes would impact services, events and outreach through the summer particularly.

October;-

- It was agreed to adopt St Michael's Sheerwater as the new Mission Partner.
- Another Diocesan financial support offer was rejected, with the change in financial circumstances again reviewed at length.
- A Standing Committee would be reinstated at the Annual PCC Meeting

Extraordinary meetings:-

- All held by Zoom, and all convened as an urgent requirement for a PCC vote, due to unexpected circumstances.

The PCC Away Day was moved from October 2020 to early 2021.

*Jane Minney, PCC Secretary*

**Churchwardens**

A review of the year 2020 through PCC minutes and editions of Notes and News will not even tell half the story of the Parish in this year of Covid 19. A year when at the start most people of a certain generation remembered "Zoom" as being a 1982 song by "Fat Larry's Band" and haircuts were a choice, unless you happened to be called Samson.

The year commenced with future activities in the church development plan ready to action, the licensing of Robin as the parish Children's and Families Minister and plans for a Lent course using the 24/7 model by Pete Grieg. John Withrington stepped aside as parish treasurer after 16 faithful years of service, and we give thanks for Allen Taylor who took up the reins of this significant role.

Twelve weeks into the year and the announcement was made on the 22nd of March that along with all of life as usual, public worship was to be suspended as the growing shadow of Covid 19 crept over the UK.

Into this period of uncertainty stepped the living stones of faith in this parish. Within days planning for some form of online services had started, with daily prayer opportunities, not just for those with internet connection but telephone too. Care to keep people safe through a Shop and Drop contact point and encouragement to speak to and encourage each other by whatever means we had. The formation and evolving of the Link System is a real blessing at this time of testing. Our ministry and pastoral team are but part of the living stones who make up the family of faith, so if you did not hear from them personally, or see them in a socially distanced way, never think they did not care. If you have been contacted by anyone from the church, then the church has been remembering you and holding you in love and prayer.

As we adapted to this new world, we were able to celebrate the seasons of the Christian year, join with others in virtual coffee breaks, remember the significant national celebrations of the 75th anniversary of Victory in Europe; celebrate the gifts and skills the Lord has blessed some with in music and song with the recording of 'Our Father everlasting' in time for Trinity Sunday on June 7th; and O Come All Ye Faithful in time for Christmas.

Innovative services such as Forest Church and Energise for our younger and young at heart family have taken place; and our tech team have ensured those who prefer the traditional Book of Common Prayer service are enabled to continue to worship in the words of great meaning and comfort of BCP services.

Returning to church in July brought its own challenges with face coverings compulsory for us to be together. Patterns of service evolved to allow for the continuation of the online services to be available for all, whilst opportunities to meet in "home" churches at least twice a month gave a gentle rhythm to parish life and worship during the year.

The Autumn services of remembrance both for All Souls' Day and Remembrance Sunday have probably never been more poignant in living memory as they were in 2020.

After the second lockdown it was good to enjoy both the Christmas Tree Festival for 2020 at St Peter's Church and to be able to continue to worship during Advent and for Christmas itself in some form at all our churches.

We have continued to support our mission partners; Mike and Safaa Cloud, Cherith Withington, Steph Cox and newly Malcolm Pritchard in Uganda throughout the challenges of this year, despite both Parish and Diocesan finances being tested during this time. Thank you to all who have given over and above to support during this unique time.

Mark and I would like to thank all our Ministry and Pastoral Team for their prayer and compassion for each one of us; for those who have planned and carried out risk assessments on behalf of us

all to keep us safe; for every one of the family of faith. May the Lord continue to hold us as we journey on with Him in 2021.

*Jacquie Still and Mark Lempriere*

**Electoral Roll**
We had a completely new Electoral Roll in 2019, but there has not been much change since then. Below are the figures for the three churches and the parish as a whole.

**ELECTORAL ROLL 2021**

New E.R.

| | 2019 Total | 2020 Total | 2021 Total |
|---|---|---|---|
| **SP** | 84 | 85 | 86 |
| **SM** | 32 | 32 | 32 |
| **AS** | 25 | 25 | 25 |
| **unspecified** | 3 | 3 | 3 |
| **TOTAL** | 144 | 145 | 146 |
| | APCM: 30.4.19 | APCM: 20.10.20 | APCM: 11.5.21 |

*Brigitte Morton*

**Deanery Synod**
This year was Rev Jonathan Thomas' first year as Area Dean, and also saw the development of a Deanery Leadership team including Geoff Pugh as Lay Chair.

The Deanery Synod met three times in 2020, our first meeting of the year was the last in-person meeting before Covid restrictions and was held at St Peters Church. At the meeting Reverend Beverley Hunt spoke on the issue of ordained leadership from the Black Asian and Minority Ethnic in the Church of England.

At our June meeting, held on Zoom, we looked at the highlights and challenges posed by the pandemic on our parishes. The highlights were how churches had been able to use technology to continue to worship, the challenges were mainly how to keep in contact with those not on the internet and new contacts. At the same meeting Rev Gillaine Holland (St Michael's, Sheerwater) gave a presentation on the opportunities to mission on Sheerwater. The estate is being redeveloped with a new church and community facility being at the heart of the development. This gives an opportunity for the Deanery to help financially and practically.

Our last meeting of the year in October also took place via Zoom. We heard from Rev. Laurence Gamlen, Chaplin for the hospitals of Ashford, St Peters and also Woking Community Hospital rehabilitation wards, together with Padre Nigel Kinsella, Senior Army Chaplain from Pirbright training camp. Both their presentations were very interesting as they each shared the challenges that were being posed by the pandemic.

Geoff Pugh, Pauline Wilde, Jenny Jones

**Pastoral Team**
Despite lockdowns 1 & 2 we have remained busy but in a very different way. We have tried to reach the needs of everyone in the Parish via the telephone using the link system which has proved very useful.
We have missed our close-up chats, and cups of tea as much as much as those we used to visit but we have all had to obey the rules and keep to the restrictions. We've raked our brains trying to think of ways to get around the loneliness and isolation, Martin has had doorstep chats whilst delivering Notes & News etc. and we encouraged some of you to knit or make items for the sale which we ran in conjunction with the Christmas Tree Festival.
Pauline and I tried to keep the Bereavement Group running but had to stop as it was too difficult to keep going in a safe way. We do however hope to be able to start again maybe July August time in the summer.

*Brenda Cox 07921 160684*

**Parish Safeguarding Officer**
I have been the Parish Safeguarding Officer since September 2018 which has included both DBS validator and being Safeguarding training administrator. This has been a lot of work for one person and was done for the sake of continuity, but Jonathan and I are now looking at assigning these roles to one or more people as they have involved a lot of work, so please let Jonathan know if you might be interested in taking on one of these roles.

**The impact of the pandemic through 2020** – the Parish still managed to carry on much of its work online through zoom meetings and zoom services. The Pastoral team have coordinated contact through our Link system with our vulnerable adults through regular phone calls and other support while keeping them safe. It has been a challenging time with much of our face-to-face work with children and vulnerable adults halted and a more pressing concern has been many people's mental health as the realities of the pandemic and the rising death rate and restrictions took their toll. The challenges of using information technology for many people have meant it is difficult to always give the support required and hopefully can be addressed when restrictions lift.

**Past Cases Review 2 (PCR2)** In 2020 The Bishop of Guildford wrote to all his parish incumbents to check their records to ensure that all safeguarding concerns have been reported to the appropriate authorities. This is part of the Past Cases Review 2 (PCR2), ordered by the House of Bishops to ensure that our churches and church related activities are as safe as possible for children and vulnerable adults. We publicised this through our website and Notes & News asking all victims and survivors of who would like to give information or make disclosures about church-related abuse to contact Diocesan Safeguarding Advisor Jackie Broadfoot. They were also told about:

a) dedicated telephone helpline - 0800 80 20 20 – operated independently from the Church of England by the NSPCC
b) Dedicated Diocese of Guildford listening support - the Diocese has put in place two listening provisions for those people who have experienced church related abuse but who might want to talk through their experiences and feeling before taking any next step. The two different listening options will allow those people who do come forward to Diocesan Safeguarding Advisor Jackie Broadfoot (jackie.broadfoot@cofeguildford.org.uk, 07918 559387) to choose who and how they are supported.

- Authorised Listeners (a Diocesan led listening provision) - The diocese has three trained and experienced volunteer Authorised Listeners, two female and one male, supervised by the Diocesan Counsellor, who have experience of providing valuable listening to adults with a lived experience of abuse, referred to them by the DSA.
- thirtyone:eight listening service (an independent third party listening provision) - thirtyone:eight has the vision of a world where every child and adult can feel, and be safe. Their listening service is specifically for survivors of abuse to help them talk through their experiences, think about what actions or next steps they may want to take and to support

All listeners are professionally trained social workers, police officers or teachers and have significant experience in safeguarding and supporting those impacted.

Learning from the past - A key part of PCR2 is to ensure that there are no outstanding and unmanaged safeguarding risks to children, young people and vulnerable adults posed by church officers. The review will seek to ensure that the support needs of known survivors of church abuse have been considered and met. At the end of 2020 and beginning of 2021, a team of independent reviewers will be considering all cases of concern relating to the behaviour of church officers towards children and vulnerable people known to the Diocese. More information about PCR2 is available from the Church of England website at: https://www.churchofengland.org/safeguarding/promoting-safer-church/safeguarding-news-statements/past-cases-review-2

**As PSO**; I have ensured that the PCC adopts and implements the Parish's Safeguarding policy with signed copies clearly displayed in the 3 churches along with contact details of the PSO and Diocesan Safeguarding Officer (now Jackie Broadfoot) with other relevant helpline numbers e.g. ChildLine, and local domestic abuse or modern slavery helpline numbers, and I have asked for Safeguarding to be a rolling item on each PCC agenda.

**Safer Recruitment** - we have moved along with having role descriptions for key roles in the Parish which need now to be checked off, so that people understand what the role is and what is required of them, to help ensure both clarity and that we can keep everyone as safe as possible, particularly children and vulnerable adults. We have recruited some more people to help with the children's work once we are up and running fully again but due to changes in people's circumstance, some people have chosen to step down; through all these changes we still need to ensure we are following safer recruitment best practice (starting from conversations about suitability for roles including a commitment to safeguarding, to role descriptions, references taken up, and the self-declaration form completed, with the DBS check the final element of the process, with reviews and reflections on the role once people are in post).

**Safeguarding training** – I am pleased to report that almost all those with safeguarding responsibilities, including PCC members, have completed Core 1 Foundation training and most now have completed Core 0 Basic Awareness. I have kept an up-to-date record of all safeguarding training completed by church officers in the last 3 years. Basic Awareness and Foundation now only available online. Leadership training now is only available at the moment online on Zoom with some work to be sent in beforehand and work to be done afterwards. Domestic Abuse training not currently available – Diocese waiting for new course from national church. The Core level of Safeguarding courses still need to be repeated every 3 years but only by completing the highest previous level of core training in the Diocese (which are C0 Basic Awareness, C1 Foundation, C2 Leadership) which will reduce the amount of work required to keep everyone up-to-date on their safeguarding training.

**Regular hirers** - all the hirers at both St Peter's and St Mark's have been contacted and asked to complete, sign and return forms which shows that they have adopted the Parish's Safeguarding Policy including having appropriate adult:child ratios. They are also advised to arrange Public Liability Insurance for their group and are responsible for carrying out Risk Assessments.

**DBS checks** - I am continuing to organise DBS checks for everyone that needs one and that they are at the correct level according to the job they are doing. All DBS checks are completed online (since August 2018) which has meant there is less delay in checks coming through. I advise those with DBS checks how to register separately for the update service which means that as long as their role with us doesn't change, they don't need to arrange to have a new DBS check every 5 years and can simply, and more easily, have their status checked online every 5 years instead.

**Stats/roles** – 37 volunteers are DBS checked in the Parish with 23 as children's workers. A large number of people generally only help at one church or one kind of event involving children or

families. The Diocese now recommends that all PCC members (10) are DBS checked as good practice which I am in the process of doing. It should be noted that many on the PCC are already checked because of other roles they do. Other roles that are DBS checked are Occasional Preachers, Pastoral Assistants, Tower Captain, Hearing Champion, Church wardens, Home group leaders, and the PSO, and they all have to do safeguarding training at least every 3 years.

**A Parish Safeguarding Team -** it is important to recognise Safeguarding as being vitally important in ensuring a Safer Church both through the work of the PCC as well as the wider church. We have in the past year agreed to have a Parish Safeguarding team who will meet 2 or 3 times a year to discuss broader safeguarding issues, policies and good practice.

**And finally …**This is my last APCM report before Dean and I leave for pastures new this summer in Aldershot when he takes up his curacy. I would ask that you continue to support Jonathan and the new Parish Safeguarding Officer, DBS validator and Safeguarding training administrator, whoever they may be, to ensure that we adhere not just to the letter of the requirements for safeguarding but that it becomes embedded and at the forefront of our minds in everything we do in our Parish to ensure that we are a safe, accountable and transformative place for us all to be a part of and for people to come and be involved with.

Finally, I leave you with this statement as to why Safeguarding is so important to what we do:

*The Church of England is called to share the good news of God's salvation through Jesus Christ. The life of our communities and institutions is integral to how we address this task. The good news speaks of welcome for all, with a particular regard for those who are most vulnerable, into a community where the value and dignity of every human being is affirmed and those in positions of responsibility and authority are truly trustworthy. Being faithful to our call to share the gospel therefore compels us to take with the utmost seriousness the challenge of preventing abuse from happening and responding well where it has.*

*From 'Promoting a Safer Church', The Church of England's Safeguarding Policy Statement*

*Tracey Pusey*

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# Financial Statements of the Parochial Church Council

# For the year Ended 31 December 2020

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2020**

## Independent examiner's report to the PCC of St. Peter, Woking

This report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2016 ('the Act').

## Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and S.145 of the Act have been met. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Act and Regulations.

## Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144 (2) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent examiner's statement

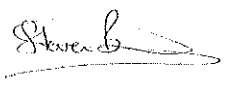
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 144 (2) of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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



Steven Bonsor CPFA
Independent Examiner

25th April 2021

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**BALANCE SHEET**

**31ST DECEMBER 2020**

| | | 2020 | 2019 |
|---|---|---|---|
| **FIXED ASSETS** | | £ | £ |
| Tangible fixed assets | 5,7 | 58,614 | 61,526 |
| **CURRENT ASSETS** | | | |
| Debtors | 7 | 39,308 | 11,343 |
| Short term deposits | | 142,912 | 152,497 |
| Cash at bank | | 38,421 | 52,175 |
| | | 220,641 | 216,015 |
| **LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR** | 7 | 10,781 | 11,400 |
| **NET CURRENT ASSETS** | | 209,860 | 204,615 |
| **NET ASSETS** | | 268,474 | 266,141 |
| **FUNDS** | 3, 7 | | |
| Unrestricted Funds | | 91,268 | 87,794 |
| Restricted Funds | | 120,206 | 121,347 |
| Property Fund | | 57,000 | 57,000 |
| | | 268,474 | 266,141 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR TO 31ST DECEMBER 2020**

| | Note | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2020 £ | 2019 £ |
|---|---|---|---|---|---|
| **INCOMING RESOURCES** | | | | | |
| *Incoming resources from donors* | 2(a) | 115,054 | 4,724 | 119,778 | 124,860 |
| *Other voluntary incoming resources* | 2(b) | 12,561 | 19,979 | 32,540 | 29,117 |
| *Income from charitable and ancilliary trading* | 2(c) | 20,205 | 0 | 20,205 | 37,465 |
| *Income from investments* | 2(d) | 134 | 281 | 415 | 768 |
| **TOTAL INCOMING RESOURCES** | | 147,954 | 24,984 | 172,938 | 192,210 |
| **RESOURCES USED** | | | | | |
| *Grants* | 3(a) | 4,821 | 0 | 4,821 | 6,004 |
| *Activities directly relating to the work of the church* | 3(b) | 117,632 | 2,283 | 119,915 | 138,805 |
| *Fund raising and publicity* | 3(c) | 169 | 0 | 169 | 909 |
| *Church management and administration* | 3(d) | 16,025 | 23,842 | 39,867 | 37,295 |
| *Building and restoration works* | 3(e) | 5,833 | 0 | 5,833 | 4,091 |
| **TOTAL RESOURCES USED** | | 144,480 | 26,125 | 170,605 | 187,104 |
| **NET INCOMING/(OUTGOING) RESOURCES** | | 3,474 | -1,141 | 2,333 | 5,106 |
| BALANCES BROUGHT FORWARD AT 1ST JANUARY | | 87,794 | 121,347 | 209,141 | 204,035 |
| **Transfer from Unrestricted to Restricted** | | | | | |
| **BALANCES CARRIED FORWARD AT 31ST DECEMBER** | | 91,268 | 120,206 | 211,474 | 209,141 |

## ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2016 and in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charity Commission's Statement of Recommended Practice, Accounting and Reporting. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

### Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted Funds are those funds that have been designated by donors for a specific purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.
In 2018 the PCC agreed that, as of 01/01/19, the General Funds of all three churches would be consolidated into a single Unrestricted General Parish Fund except for a sum equal to the net current assets of All Souls' General Fund as assessed at 31/12/18. This has resulted in the establishment of a new All Souls' Restricted Fund with an initial value of £17,778.
In 2020 a Coronavirus Support Fund was set up to help those affected financially by COVID-19. It is a separate item in the accounts under Donations received and at the end of 2020 had a balance of £2,892.

### Incoming resources

*Voluntary income and capital sources*

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income to which they relate is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by concerts, fêtes, jumble sales, quiz nights and similar events are accounted for gross. Sales of Appeal goods are accounted for gross.

*Other ordinary income*

Income from the use of church premises is recognised when the donation is paid

*Income from investments*

Gross dividends and interest are accounted for when received.

*Gains and losses on investments*

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

### Resources used

*Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Organisations that have been assisted by the PCC are listed in the Annual Report.

*Activities directly relating to the work of the church.*

The parish share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### Bailey Trust

The Bailey Trust is an independent charitable trust administered by the Incumbent and Churchwardens of the Parish. In 2020 the Bailey Trust paid a total of £19,641 for a number of items which would otherwise have formed part of the PCC's expenditure. Consequently these expenditures have been included in the PCC's accounts as PCC expenditure offset by a grant of £21,081 from the Bailey Trust.
As at 31/12/20 the Bailey Trust had remaining available funds of £6,505.

### Short Term Loan

In 2014 the PCC accepted an interest-free loan of £3,000 which was used to assist in the purchase of a piano. The loan is included under short-term liabilities.

### Staffing / Employee Emoluments

In 2020 £33,664 was spent on staff emoluments. During the year there were one part-time and one full time staff

### Scott Legacy

In December 2017 the PCC received a legacy of £113,763 from the will of the late Mr. Ray Scott. This legacy is restricted to meeting the costs of repair and maintenance of the fabric of St. Peter's Church.

## 1 ACCOUNTING POLICIES (CONTINUED)

**Colbert Legacy**

As at 31/12/20 an available balance of £21,699 was held on deposit with The CBF Church of England Deposit Fund

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011. In order to reflect the fact that St. Mark's Church and St. Peter's Church Centre are vested in the Guildford Diocesan Board of Finance as Custodian of the PCC the costs of these two properties (£17,000 and £40,000 respectively) have been included in a Property Fund at cost.

Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church Inventory which can be inspected. For inalienable property acquired before 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired after 1st January 2001 are capitalized and depreciated in the accounts over their anticipated useful economic life as this occurs.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £500 or less are written off when the asset is acquired.

*Current assets*

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

| 2 INCOMING RESOURCES | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2020 £ | 2019 £ |
|---|---|---|---|---|
| 2(a) *Incoming resources from donors* | | | | |
| Planned giving: | | | | |
| Regular Giving (Gift Aid) | 73,610 | 3,779 | 77,389 | 76,612 |
| Income Tax Recoverable | 22,990 | 945 | 23,935 | 21,941 |
| Regular Giving (non-Gift Aid) | 11,826 | 0 | 11,826 | 9,055 |
| Collections | 2,665 | 0 | 2,665 | 15,733 |
| Gift days | 3,963 | 0 | 3,963 | 1,520 |
| | 115,054 | 4,724 | 119,778 | 124,861 |
| 2(b) *Other voluntary incoming resources* | | | | |
| Grants | 0 | 19,641 | 19,641 | 21,511 |
| Legacy | 0 | 0 | 0 | 0 |
| Donations and appeals | 12,208 | 338 | 12,546 | 6,956 |
| Fund raising events | 353 | 0 | 353 | 650 |
| | 12,561 | 19,979 | 32,540 | 29,117 |
| 2(c) *Income from charitable and ancilliary trading* | | | | |
| Use of Premises | 16,462 | 0 | 16,462 | 32,310 |
| Fees | 2,720 | 0 | 2,720 | 4,510 |
| Sale of goods | 1,023 | 0 | 1,023 | 645 |
| | 20,205 | 0 | 20,205 | 37,465 |
| 2(d) *Income from investments* | | | | |
| Dividends and interest (gross) | 134 | 281 | 415 | 768 |
| **TOTAL INCOMING RESOURCES** | **147,954** | **24,984** | **172,938** | **192,211** |

| 3 | RESOURCES USED | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2020 £ | 2019 £ |
|---|---|---|---|---|---|
| 3(a) | *Grants* | | | | |
| | Donations | 205 | 0 | 205 | 1,107 |
| | Missionary and charitable giving | | | | |
| | Church overseas | | | | |
| | - missionary | 2,000 | 0 | 2,000 | 2,608 |
| | - relief and development agencies | 0 | 0 | 0 | 0 |
| | Home missions and other church societies | 1,816 | 0 | 1,816 | 1,455 |
| | Local | 800 | | 800 | 835 |
| | | 4,821 | 0 | 4,821 | 6,005 |
| 3(b) | *Activities directly relating to the work of the church* | | | | |
| | Ministry: parish share | 79,739 | 0 | 79,739 | 77,792 |
| | clergy expenses | 703 | 861 | 1,564 | 2,706 |
| | clergy houses | 11,862 | 0 | 11,862 | 13,009 |
| | other clergy costs | 0 | 0 | 0 | 258 |
| | Church running expenses | 12,479 | 0 | 12,479 | 16,555 |
| | Church maintenance | 1,157 | 317 | 1,474 | 11,864 |
| | Church Centre running expenses | 4,731 | 0 | 4,731 | 7,848 |
| | Church Centre maintenance | 3,128 | 0 | 3,128 | 2,181 |
| | Organist and organ maintenance | 2,750 | 1,105 | 3,855 | 5,654 |
| | Training | 622 | 0 | 622 | 938 |
| | Books and Children's Resources | 461 | 0 | 461 | 0 |
| | | 117,632 | 2,283 | 119,915 | 138,805 |
| 3(c) | *Fund raising and publicity* | | | | |
| | Costs of fund raising | 169 | 0 | 169 | 909 |
| | | 169 | 0 | 169 | 909 |
| 3(d) | *Church management and administration* | | | | |
| | Parish Administration | 3,115 | 0 | 3,115 | 2,002 |
| | Employee Costs | 9,822 | 23,842 | 33,664 | 32,539 |
| | Printing and stationery | 3,088 | 0 | 3,088 | 2,754 |
| | | 16,025 | 23,842 | 39,867 | 37,295 |
| 3(e) | Building and restoration works | | | | |
| | Building contractors | 0 | 0 | 0 | 0 |
| | Professional fees | 2,921 | 0 | 2,921 | 600 |
| | Depreciation | 2,912 | 0 | 2,912 | 3,491 |
| | | 5,833 | 0 | 5,833 | 4,091 |
| | **TOTAL RESOURCES USED** | **144,480** | **26,125** | **170,605** | **187,105** |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR TO 31ST DECEMBER 2020 (CONTINUED)

## 4 FIXED ASSETS FOR USE BY THE PCC

| | | Freehold land and buildings | Church equipment | Total |
|---|---|---|---|---|
| | | £ | £ | £ |
| *Tangible fixed assets* | | | | |
| Actual or deemed cost at 1st January 2020 | | 57,000 | 71,019 | 128,019 |
| | Additions | 0 | 0 | 0 |
| | Disposals | 0 | 0 | 0 |
| | at 31 December 2020 | 57,000 | 71,019 | 128,019 |
| Depreciation | at 1 January 2020 | 0 | 66,493 | 66,493 |
| | Change for the year | 0 | 2,912 | 2,912 |
| | at 31 December 2020 | 0 | 69,405 | 69,405 |
| Net Book Value | at 31 December 2020 | 57,000 | 1,614 | 58,614 |
| | at 31 December 2019 | 57,000 | 4,526 | 61,526 |

## 5 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total |
|---|---|---|---|
| | £ | £ | £ |
| Fixed assets | 58,614 | 0 | 58,614 |
| Current assets | 100,435 | 120,206 | 220,641 |
| Current liabilities | 10,781 | 0 | 10,781 |
| | 148,268 | 120,206 | 268,474 |

## 6 DEBTORS

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| Income tax recoverable | 18,227 | 6,218 |
| Other debtors | 21,081 | 5,125 |
| | 39,308 | 11,343 |

## 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|---|---|---|
| Accruals | 10,781 | 5,558 |
| Other creditors | 0 | 5,842 |
| | 10,781 | 11,400 |

## 8 FUND DETAILS

The Restricted Funds comprise:

| | | |
|---|---|---|
| Scott Legacy | 102,415 | 103,569 |
| All Souls' Restricted Fund (New) | 17,791 | 17,778 |
| | 120,206 | 121,347 |
| Unrestricted Fund (now comprising General Funds of all three churches) | 148,268 | 144,794 |

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2020 ACCOUNTS

## PARISH GENERAL FUND

| | | 2020 | 2019 |
|---|---|---|---|
| | | £ | £ |
| **INCOME** | | | |
| Regular Giving (Gift Aid) | | 73,610 | 72,803 |
| Income tax recoverable | | 22,990 | 21,205 |
| Regular Giving (non-Gift Aid) | | 11,826 | 9,055 |
| Collections | | 2,665 | 15,733 |
| Gift days | | 3,963 | 1,520 |
| Grants received | | 0 | 174 |
| Donations and appeals | | 12,208 | 6,409 |
| Fund raising events | | 353 | 650 |
| Use of Premises | St. Peter's | 10,301 | 14,324 |
| | St. Mark's | 6,161 | 17,986 |
| Fees | | 2,720 | 4,510 |
| Sale of goods | | 1,023 | 645 |
| Dividends and interest (gross) | | 0 | 20 |
| Colbert Legacy interest | | 134 | 239 |
| **TOTAL INCOME** | | **147,954** | **165,273** |
| **EXPENDITURE** | | | |
| Donations | | 205 | 1,107 |
| Missionary and charitable giving | | 4,616 | 4,898 |
| Ministry: parish share | | 79,739 | 77,792 |
| clergy expenses | | 703 | 1,745 |
| clergy houses | | 11,862 | 13,009 |
| other clergy costs | | 0 | 258 |
| Parish Administration | | 3,115 | 2,001 |
| Employee Costs | | 9,822 | 9,290 |
| Church running expenses | St. Peter's | 6,985 | 8,881 |
| | St. Mark's | 3,479 | 6,064 |
| | All Souls' | 2,015 | 1,610 |
| Church maintenance | St. Peter's | 413 | 0 |
| | St. Mark's | 664 | 685 |
| | All Souls' | 80 | 0 |
| Church Centre running expenses | | 4,731 | 7,848 |
| Church Centre maintenance | | 3,128 | 2,181 |
| Organist and organ maintenance | | 2,750 | 5,270 |
| Training | | 622 | 938 |
| Books & Children's Resources | | 461 | 0 |
| Events Expenses | | 169 | 122 |
| Costs of goods for sale | | 0 | 787 |
| Printing and stationery | | 3,088 | 2,754 |
| Building contractors | | 0 | 0 |
| Professional fees | | 2,921 | 600 |
| Depreciation | | 2,912 | 3,491 |
| **TOTAL EXPENDITURE** | | **144,480** | **151,331** |
| **SURPLUS/(DEFICIT)** | | 3,474 | 13,942 |
| Brought forward 1st January | | 87,794 | 91,630 |
| Less funds retained in All Souls' Restricted Fund | | | -17,778 |
| **Balances at 31st December** | | **91,268** | **87,794** |

## PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2020 ACCOUNTS

### OTHER RESTRICTED FUNDS

| | CHILDREN'S & FAMILIES' FUND | | LOOS4U plus New Boiler | | SCOTT LEGACY | | ALL SOULS |
|---|---|---|---|---|---|---|---|
| | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 |
| **INCOME** | £ | £ | £ | £ | £ | £ | £ |
| Regular Giving (Gift Aid) | 3,779 | 3,809 | | | | | |
| Income tax recoverable | 945 | 736 | | | | | |
| Gift Days | | | | | | | |
| Grants Received | 19,641 | 19,665 | | | | 1,671 | |
| Legacies | | | | | | | |
| Donations and appeals | 338 | | | 547 | | | |
| Fund Raising Events | | | | | | | |
| Fees | | | | | | | |
| Sale of Goods | | | | | | | |
| Dividends and interest (gross) | | | | | 268 | 509 | 13 |
| **TOTAL INCOME** | 24,703 | 24,210 | 0 | 547 | 268 | 2,180 | 13 |
| **EXPENDITURE** | | | | | | | |
| Donations | | | | | | | |
| Employee Costs | 23,842 | 23249 | | | | | |
| Books & Children's Resources | | | | | | | |
| Church Running Expenses | | | | | | | |
| Church Maintenance | | | | | 317 | 11,179 | |
| Church Centre Running Expenses | | | | | | | |
| Organ Maintenance | | | | | 1,105 | 384 | |
| Clergy Expenses | 861 | 961 | | | | | |
| Training | | | | | | | |
| Event Expenditure | | | | | | | |
| Contractors | | | | | | | |
| Professional Fees | | | | | | | |
| **TOTAL EXPENDITURE** | 24,703 | 24,210 | 0 | 0 | 1,422 | 11,563 | 0 |
| **SURPLUS/(DEFICIT)** | 0 | 0 | 0 | 547 | -1,154 | -9,383 | 13 |
| Brought Forward | 0 | 0 | 0 | -547 | 103,569 | 112,952 | 17,778 |
| **Balances at 31st December** | **0** | **0** | **0** | **0** | **102,415** | **103,569** | **17,791** |

Parish of
St Peter Woking
St Peter's · St Mark's · All Souls'

# Financial Statements of the Parochial Church Council

# For the year Ended 31 December 2020

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**
**FINANCIAL STATEMENTS**
**31ST DECEMBER 2020**

## Independent examiner's report to the PCC of St. Peter, Woking

This report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 2 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2016 ('the Act').

## Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and S.145 of the Act have been met. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Act and Regulations.

## Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144 (2) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent examiner's statement

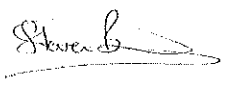
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

(a) to keep accounting records in accordance with section 144 (2) of the Act; and

(b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations, have not been met; or

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



Steven Bonsor CPFA
Independent Examiner

25th April 2021

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**BALANCE SHEET**

**31ST DECEMBER 2020**

| | | 2020 | 2019 |
|---|---|---|---|
| **FIXED ASSETS** | | £ | £ |
| Tangible fixed assets | 5,7 | 58,614 | 61,526 |
| **CURRENT ASSETS** | | | |
| Debtors | 7 | 39,308 | 11,343 |
| Short term deposits | | 142,912 | 152,497 |
| Cash at bank | | 38,421 | 52,175 |
| | | 220,641 | 216,015 |
| **LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR** | 7 | 10,781 | 11,400 |
| **NET CURRENT ASSETS** | | 209,860 | 204,615 |
| **NET ASSETS** | | 268,474 | 266,141 |
| **FUNDS** | 3, 7 | | |
| Unrestricted Funds | | 91,268 | 87,794 |
| Restricted Funds | | 120,206 | 121,347 |
| Property Fund | | 57,000 | 57,000 |
| | | 268,474 | 266,141 |

**PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR TO 31ST DECEMBER 2020**

| | Note | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2020 £ | 2019 £ |
|---|---|---|---|---|---|
| **INCOMING RESOURCES** | | | | | |
| *Incoming resources from donors* | 2(a) | 115,054 | 4,724 | 119,778 | 124,860 |
| *Other voluntary incoming resources* | 2(b) | 12,561 | 19,979 | 32,540 | 29,117 |
| *Income from charitable and ancilliary trading* | 2(c) | 20,205 | 0 | 20,205 | 37,465 |
| *Income from investments* | 2(d) | 134 | 281 | 415 | 768 |
| **TOTAL INCOMING RESOURCES** | | 147,954 | 24,984 | 172,938 | 192,210 |
| **RESOURCES USED** | | | | | |
| *Grants* | 3(a) | 4,821 | 0 | 4,821 | 6,004 |
| *Activities directly relating to the work of the church* | 3(b) | 117,632 | 2,283 | 119,915 | 138,805 |
| *Fund raising and publicity* | 3(c) | 169 | 0 | 169 | 909 |
| *Church management and administration* | 3(d) | 16,025 | 23,842 | 39,867 | 37,295 |
| *Building and restoration works* | 3(e) | 5,833 | 0 | 5,833 | 4,091 |
| **TOTAL RESOURCES USED** | | 144,480 | 26,125 | 170,605 | 187,104 |
| **NET INCOMING/(OUTGOING) RESOURCES** | | 3,474 | -1,141 | 2,333 | 5,106 |
| BALANCES BROUGHT FORWARD AT 1ST JANUARY | | 87,794 | 121,347 | 209,141 | 204,035 |
| **Transfer from Unrestricted to Restricted** | | | | | |
| **BALANCES CARRIED FORWARD AT 31ST DECEMBER** | | 91,268 | 120,206 | 211,474 | 209,141 |

## ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2016 and in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charity Commission's Statement of Recommended Practice, Accounting and Reporting. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

### Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted Funds are those funds that have been designated by donors for a specific purpose. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.
In 2018 the PCC agreed that, as of 01/01/19, the General Funds of all three churches would be consolidated into a single Unrestricted General Parish Fund except for a sum equal to the net current assets of All Souls' General Fund as assessed at 31/12/18. This has resulted in the establishment of a new All Souls' Restricted Fund with an initial value of £17,778.
In 2020 a Coronavirus Support Fund was set up to help those affected financially by COVID-19. It is a separate item in the accounts under Donations received and at the end of 2020 had a balance of £2,892.

### Incoming resources

*Voluntary income and capital sources*

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income to which they relate is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by concerts, fêtes, jumble sales, quiz nights and similar events are accounted for gross. Sales of Appeal goods are accounted for gross.

*Other ordinary income*

Income from the use of church premises is recognised when the donation is paid

*Income from investments*

Gross dividends and interest are accounted for when received.

*Gains and losses on investments*

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

### Resources used

*Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Organisations that have been assisted by the PCC are listed in the Annual Report.

*Activities directly relating to the work of the church.*

The parish share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### Bailey Trust

The Bailey Trust is an independent charitable trust administered by the Incumbent and Churchwardens of the Parish. In 2020 the Bailey Trust paid a total of £19,641 for a number of items which would otherwise have formed part of the PCC's expenditure. Consequently these expenditures have been included in the PCC's accounts as PCC expenditure offset by a grant of £21,081 from the Bailey Trust.
As at 31/12/20 the Bailey Trust had remaining available funds of £6,505.

### Short Term Loan

In 2014 the PCC accepted an interest-free loan of £3,000 which was used to assist in the purchase of a piano. The loan is included under short-term liabilities.

### Staffing / Employee Emoluments

In 2020 £33,664 was spent on staff emoluments. During the year there were one part-time and one full time staff

### Scott Legacy

In December 2017 the PCC received a legacy of £113,763 from the will of the late Mr. Ray Scott. This legacy is restricted to meeting the costs of repair and maintenance of the fabric of St. Peter's Church.

## 1 ACCOUNTING POLICIES (CONTINUED)

**Colbert Legacy**

As at 31/12/20 an available balance of £21,699 was held on deposit with The CBF Church of England Deposit Fund

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011. In order to reflect the fact that St. Mark's Church and St. Peter's Church Centre are vested in the Guildford Diocesan Board of Finance as Custodian of the PCC the costs of these two properties (£17,000 and £40,000 respectively) have been included in a Property Fund at cost.

Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church Inventory which can be inspected. For inalienable property acquired before 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired after 1st January 2001 are capitalized and depreciated in the accounts over their anticipated useful economic life as this occurs.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £500 or less are written off when the asset is acquired.

*Current assets*

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

| 2 INCOMING RESOURCES | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2020 £ | 2019 £ |
|---|---|---|---|---|
| 2(a) *Incoming resources from donors* | | | | |
| Planned giving: | | | | |
| Regular Giving (Gift Aid) | 73,610 | 3,779 | 77,389 | 76,612 |
| Income Tax Recoverable | 22,990 | 945 | 23,935 | 21,941 |
| Regular Giving (non-Gift Aid) | 11,826 | 0 | 11,826 | 9,055 |
| Collections | 2,665 | 0 | 2,665 | 15,733 |
| Gift days | 3,963 | 0 | 3,963 | 1,520 |
| | 115,054 | 4,724 | 119,778 | 124,861 |
| 2(b) *Other voluntary incoming resources* | | | | |
| Grants | 0 | 19,641 | 19,641 | 21,511 |
| Legacy | 0 | 0 | 0 | 0 |
| Donations and appeals | 12,208 | 338 | 12,546 | 6,956 |
| Fund raising events | 353 | 0 | 353 | 650 |
| | 12,561 | 19,979 | 32,540 | 29,117 |
| 2(c) *Income from charitable and ancilliary trading* | | | | |
| Use of Premises | 16,462 | 0 | 16,462 | 32,310 |
| Fees | 2,720 | 0 | 2,720 | 4,510 |
| Sale of goods | 1,023 | 0 | 1,023 | 645 |
| | 20,205 | 0 | 20,205 | 37,465 |
| 2(d) *Income from investments* | | | | |
| Dividends and interest (gross) | 134 | 281 | 415 | 768 |
| **TOTAL INCOMING RESOURCES** | **147,954** | **24,984** | **172,938** | **192,211** |

| 3 | RESOURCES USED | Unrestricted Funds £ | Restricted Funds £ | TOTAL FUNDS 2020 £ | 2019 £ |
|---|---|---|---|---|---|
| 3(a) | *Grants* | | | | |
| | Donations | 205 | 0 | 205 | 1,107 |
| | Missionary and charitable giving | | | | |
| | Church overseas | | | | |
| | - missionary | 2,000 | 0 | 2,000 | 2,608 |
| | - relief and development agencies | 0 | 0 | 0 | 0 |
| | Home missions and other church societies | 1,816 | 0 | 1,816 | 1,455 |
| | Local | 800 | | 800 | 835 |
| | | 4,821 | 0 | 4,821 | 6,005 |
| 3(b) | *Activities directly relating to the work of the church* | | | | |
| | Ministry: parish share | 79,739 | 0 | 79,739 | 77,792 |
| | clergy expenses | 703 | 861 | 1,564 | 2,706 |
| | clergy houses | 11,862 | 0 | 11,862 | 13,009 |
| | other clergy costs | 0 | 0 | 0 | 258 |
| | Church running expenses | 12,479 | 0 | 12,479 | 16,555 |
| | Church maintenance | 1,157 | 317 | 1,474 | 11,864 |
| | Church Centre running expenses | 4,731 | 0 | 4,731 | 7,848 |
| | Church Centre maintenance | 3,128 | 0 | 3,128 | 2,181 |
| | Organist and organ maintenance | 2,750 | 1,105 | 3,855 | 5,654 |
| | Training | 622 | 0 | 622 | 938 |
| | Books and Children's Resources | 461 | 0 | 461 | 0 |
| | | 117,632 | 2,283 | 119,915 | 138,805 |
| 3(c) | *Fund raising and publicity* | | | | |
| | Costs of fund raising | 169 | 0 | 169 | 909 |
| | | 169 | 0 | 169 | 909 |
| 3(d) | *Church management and administration* | | | | |
| | Parish Administration | 3,115 | 0 | 3,115 | 2,002 |
| | Employee Costs | 9,822 | 23,842 | 33,664 | 32,539 |
| | Printing and stationery | 3,088 | 0 | 3,088 | 2,754 |
| | | 16,025 | 23,842 | 39,867 | 37,295 |
| 3(e) | Building and restoration works | | | | |
| | Building contractors | 0 | 0 | 0 | 0 |
| | Professional fees | 2,921 | 0 | 2,921 | 600 |
| | Depreciation | 2,912 | 0 | 2,912 | 3,491 |
| | | 5,833 | 0 | 5,833 | 4,091 |
| | **TOTAL RESOURCES USED** | **144,480** | **26,125** | **170,605** | **187,105** |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR TO 31ST DECEMBER 2020 (CONTINUED)

## 4 FIXED ASSETS FOR USE BY THE PCC

| | | Freehold land and buildings | Church equipment | Total |
|---|---|---|---|---|
| | | £ | £ | £ |
| *Tangible fixed assets* | | | | |
| Actual or deemed cost at 1st January 2020 | | 57,000 | 71,019 | 128,019 |
| | Additions | 0 | 0 | 0 |
| | Disposals | 0 | 0 | 0 |
| | at 31 December 2020 | 57,000 | 71,019 | 128,019 |
| Depreciation | at 1 January 2020 | 0 | 66,493 | 66,493 |
| | Change for the year | 0 | 2,912 | 2,912 |
| | at 31 December 2020 | 0 | 69,405 | 69,405 |
| Net Book Value | at 31 December 2020 | 57,000 | 1,614 | 58,614 |
| | at 31 December 2019 | 57,000 | 4,526 | 61,526 |

## 5 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total |
|---|---|---|---|
| | £ | £ | £ |
| Fixed assets | 58,614 | 0 | 58,614 |
| Current assets | 100,435 | 120,206 | 220,641 |
| Current liabilities | 10,781 | 0 | 10,781 |
| | 148,268 | 120,206 | 268,474 |

## 6 DEBTORS

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| Income tax recoverable | 18,227 | 6,218 |
| Other debtors | 21,081 | 5,125 |
| | 39,308 | 11,343 |

## 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|---|---|---|
| Accruals | 10,781 | 5,558 |
| Other creditors | 0 | 5,842 |
| | 10,781 | 11,400 |

## 8 FUND DETAILS

The Restricted Funds comprise:

| | | |
|---|---|---|
| Scott Legacy | 102,415 | 103,569 |
| All Souls' Restricted Fund (New) | 17,791 | 17,778 |
| | 120,206 | 121,347 |
| Unrestricted Fund (now comprising General Funds of all three churches) | 148,268 | 144,794 |

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2020 ACCOUNTS

## PARISH GENERAL FUND

| | | 2020 | 2019 |
|---|---|---|---|
| | | £ | £ |
| **INCOME** | | | |
| Regular Giving (Gift Aid) | | 73,610 | 72,803 |
| Income tax recoverable | | 22,990 | 21,205 |
| Regular Giving (non-Gift Aid) | | 11,826 | 9,055 |
| Collections | | 2,665 | 15,733 |
| Gift days | | 3,963 | 1,520 |
| Grants received | | 0 | 174 |
| Donations and appeals | | 12,208 | 6,409 |
| Fund raising events | | 353 | 650 |
| Use of Premises | St. Peter's | 10,301 | 14,324 |
| | St. Mark's | 6,161 | 17,986 |
| Fees | | 2,720 | 4,510 |
| Sale of goods | | 1,023 | 645 |
| Dividends and interest (gross) | | 0 | 20 |
| Colbert Legacy interest | | 134 | 239 |
| **TOTAL INCOME** | | **147,954** | **165,273** |
| **EXPENDITURE** | | | |
| Donations | | 205 | 1,107 |
| Missionary and charitable giving | | 4,616 | 4,898 |
| Ministry: parish share | | 79,739 | 77,792 |
| clergy expenses | | 703 | 1,745 |
| clergy houses | | 11,862 | 13,009 |
| other clergy costs | | 0 | 258 |
| Parish Administration | | 3,115 | 2,001 |
| Employee Costs | | 9,822 | 9,290 |
| Church running expenses | St. Peter's | 6,985 | 8,881 |
| | St. Mark's | 3,479 | 6,064 |
| | All Souls' | 2,015 | 1,610 |
| Church maintenance | St. Peter's | 413 | 0 |
| | St. Mark's | 664 | 685 |
| | All Souls' | 80 | 0 |
| Church Centre running expenses | | 4,731 | 7,848 |
| Church Centre maintenance | | 3,128 | 2,181 |
| Organist and organ maintenance | | 2,750 | 5,270 |
| Training | | 622 | 938 |
| Books & Children's Resources | | 461 | 0 |
| Events Expenses | | 169 | 122 |
| Costs of goods for sale | | 0 | 787 |
| Printing and stationery | | 3,088 | 2,754 |
| Building contractors | | 0 | 0 |
| Professional fees | | 2,921 | 600 |
| Depreciation | | 2,912 | 3,491 |
| **TOTAL EXPENDITURE** | | **144,480** | **151,331** |
| **SURPLUS/(DEFICIT)** | | 3,474 | 13,942 |
| Brought forward 1st January | | 87,794 | 91,630 |
| Less funds retained in All Souls' Restricted Fund | | | -17,778 |
| **Balances at 31st December** | | **91,268** | **87,794** |

## PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING - 2020 ACCOUNTS

### OTHER RESTRICTED FUNDS

| | CHILDREN'S & FAMILIES' FUND | | LOOS4U plus New Boiler | | SCOTT LEGACY | | ALL SOULS |
|---|---|---|---|---|---|---|---|
| | 2020 | 2019 | 2020 | 2019 | 2020 | 2019 | 2020 |
| **INCOME** | £ | £ | £ | £ | £ | £ | £ |
| Regular Giving (Gift Aid) | 3,779 | 3,809 | | | | | |
| Income tax recoverable | 945 | 736 | | | | | |
| Gift Days | | | | | | | |
| Grants Received | 19,641 | 19,665 | | | | 1,671 | |
| Legacies | | | | | | | |
| Donations and appeals | 338 | | | 547 | | | |
| Fund Raising Events | | | | | | | |
| Fees | | | | | | | |
| Sale of Goods | | | | | | | |
| Dividends and interest (gross) | | | | | 268 | 509 | 13 |
| **TOTAL INCOME** | 24,703 | 24,210 | 0 | 547 | 268 | 2,180 | 13 |
| **EXPENDITURE** | | | | | | | |
| Donations | | | | | | | |
| Employee Costs | 23,842 | 23249 | | | | | |
| Books & Children's Resources | | | | | | | |
| Church Running Expenses | | | | | | | |
| Church Maintenance | | | | | 317 | 11,179 | |
| Church Centre Running Expenses | | | | | | | |
| Organ Maintenance | | | | | 1,105 | 384 | |
| Clergy Expenses | 861 | 961 | | | | | |
| Training | | | | | | | |
| Event Expenditure | | | | | | | |
| Contractors | | | | | | | |
| Professional Fees | | | | | | | |
| **TOTAL EXPENDITURE** | 24,703 | 24,210 | 0 | 0 | 1,422 | 11,563 | 0 |
| **SURPLUS/(DEFICIT)** | 0 | 0 | 0 | 547 | -1,154 | -9,383 | 13 |
| Brought Forward | 0 | 0 | 0 | -547 | 103,569 | 112,952 | 17,778 |
| **Balances at 31st December** | **0** | **0** | **0** | **0** | **102,415** | **103,569** | **17,791** |