



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 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 31 st 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 Moore, 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 worshipping 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, Chaplain 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.

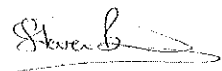
Basis of this report

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
		<u>220,641</u>	<u>216,015</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	<u>10,781</u>	<u>11,400</u>
NET CURRENT ASSETS		209,860	204,615
NET ASSETS		<u>268,474</u>	<u>266,141</u>
FUNDS	3, 7		
Unrestricted Funds		91,268	87,794
Restricted Funds		120,206	121,347
Property Fund		<u>57,000</u>	<u>57,000</u>
		<u>268,474</u>	<u>266,141</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR TO 31ST DECEMBER 2020

		Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
	Note			2020 £	2019 £
INCOMING RESOURCES					
<i>Incoming resources from donors</i>	2(a)	115,054	4,724	119,778	124,860
<i>Other voluntary incoming resources</i>	2(b)	12,561	19,979	32,540	29,117
<i>Income from charitable and ancillary trading</i>	2(c)	20,205	0	20,205	37,465
<i>Income from investments</i>	2(d)	134	281	415	768
TOTAL INCOMING RESOURCES		<u>147,954</u>	<u>24,984</u>	<u>172,938</u>	<u>192,210</u>
RESOURCES USED					
<i>Grants</i>	3(a)	4,821	0	4,821	6,004
<i>Activities directly relating to the work of the church</i>	3(b)	117,632	2,283	119,915	138,805
<i>Fund raising and publicity</i>	3(c)	169	0	169	909
<i>Church management and administration</i>	3(d)	16,025	23,842	39,867	37,295
<i>Building and restoration works</i>	3(e)	5,833	0	5,833	4,091
TOTAL RESOURCES USED		<u>144,480</u>	<u>26,125</u>	<u>170,605</u>	<u>187,104</u>
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		<u>91,268</u>	<u>120,206</u>	<u>211,474</u>	<u>209,141</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST DECEMBER 2020

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.

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST DECEMBER 2020

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	Restricted	TOTAL FUNDS	
	Funds	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
	<u>115,054</u>	<u>4,724</u>	<u>119,778</u>	<u>124,861</u>
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
	<u>12,561</u>	<u>19,979</u>	<u>32,540</u>	<u>29,117</u>
2(c) Income from charitable and ancillary 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
	<u>20,205</u>	<u>0</u>	<u>20,205</u>	<u>37,465</u>
2(d) Income from investments				
Dividends and interest (gross)	<u>134</u>	<u>281</u>	<u>415</u>	<u>768</u>
TOTAL INCOMING RESOURCES	<u>147,954</u>	<u>24,984</u>	<u>172,938</u>	<u>192,211</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST DECEMBER 2020

3 RESOURCES USED	Unrestricted	Restricted	TOTAL FUNDS	
	Funds	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
	<u>4,821</u>	<u>0</u>	<u>4,821</u>	<u>6,005</u>
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
	<u>117,632</u>	<u>2,283</u>	<u>119,915</u>	<u>138,805</u>
3(c) Fund raising and publicity				
Costs of fund raising	169	0	169	909
	<u>169</u>	<u>0</u>	<u>169</u>	<u>909</u>
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
	<u>16,025</u>	<u>23,842</u>	<u>39,867</u>	<u>37,295</u>
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
	<u>5,833</u>	<u>0</u>	<u>5,833</u>	<u>4,091</u>
TOTAL RESOURCES USED	<u>144,480</u>	<u>26,125</u>	<u>170,605</u>	<u>187,105</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING

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 £
<i>Tangible fixed assets</i>				
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	<u>24,703</u>	<u>24,210</u>	<u>0</u>	<u>547</u>	<u>268</u>	<u>2,180</u>	<u>13</u>
EXPENDITURE							
Donations							
Employee Costs	23,842	23,249					
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	<u>24,703</u>	<u>24,210</u>	<u>0</u>	<u>0</u>	<u>1,422</u>	<u>11,563</u>	<u>0</u>
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	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>102,415</u></u>	<u><u>103,569</u></u>	<u><u>17,791</u></u>



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.

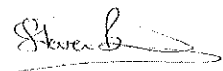
Basis of this report

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
		<u>220,641</u>	<u>216,015</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	<u>10,781</u>	<u>11,400</u>
NET CURRENT ASSETS		209,860	204,615
NET ASSETS		<u>268,474</u>	<u>266,141</u>
FUNDS	3, 7		
Unrestricted Funds		91,268	87,794
Restricted Funds		120,206	121,347
Property Fund		57,000	57,000
		<u>268,474</u>	<u>266,141</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR TO 31ST DECEMBER 2020

		Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
	Note			2020 £	2019 £
INCOMING RESOURCES					
<i>Incoming resources from donors</i>	2(a)	115,054	4,724	119,778	124,860
<i>Other voluntary incoming resources</i>	2(b)	12,561	19,979	32,540	29,117
<i>Income from charitable and ancillary trading</i>	2(c)	20,205	0	20,205	37,465
<i>Income from investments</i>	2(d)	134	281	415	768
TOTAL INCOMING RESOURCES		<u>147,954</u>	<u>24,984</u>	<u>172,938</u>	<u>192,210</u>
RESOURCES USED					
<i>Grants</i>	3(a)	4,821	0	4,821	6,004
<i>Activities directly relating to the work of the church</i>	3(b)	117,632	2,283	119,915	138,805
<i>Fund raising and publicity</i>	3(c)	169	0	169	909
<i>Church management and administration</i>	3(d)	16,025	23,842	39,867	37,295
<i>Building and restoration works</i>	3(e)	5,833	0	5,833	4,091
TOTAL RESOURCES USED		<u>144,480</u>	<u>26,125</u>	<u>170,605</u>	<u>187,104</u>
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		<u>91,268</u>	<u>120,206</u>	<u>211,474</u>	<u>209,141</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST DECEMBER 2020

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.

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST DECEMBER 2020

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	Restricted	TOTAL FUNDS	
	Funds	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
	<u>115,054</u>	<u>4,724</u>	<u>119,778</u>	<u>124,861</u>
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
	<u>12,561</u>	<u>19,979</u>	<u>32,540</u>	<u>29,117</u>
2(c) Income from charitable and ancillary 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
	<u>20,205</u>	<u>0</u>	<u>20,205</u>	<u>37,465</u>
2(d) Income from investments				
Dividends and interest (gross)	<u>134</u>	<u>281</u>	<u>415</u>	<u>768</u>
TOTAL INCOMING RESOURCES	<u>147,954</u>	<u>24,984</u>	<u>172,938</u>	<u>192,211</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST DECEMBER 2020

3 RESOURCES USED	Unrestricted	Restricted	TOTAL FUNDS	
	Funds	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
	<u>4,821</u>	<u>0</u>	<u>4,821</u>	<u>6,005</u>
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
	<u>117,632</u>	<u>2,283</u>	<u>119,915</u>	<u>138,805</u>
3(c) Fund raising and publicity				
Costs of fund raising	169	0	169	909
	<u>169</u>	<u>0</u>	<u>169</u>	<u>909</u>
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
	<u>16,025</u>	<u>23,842</u>	<u>39,867</u>	<u>37,295</u>
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
	<u>5,833</u>	<u>0</u>	<u>5,833</u>	<u>4,091</u>
TOTAL RESOURCES USED	<u>144,480</u>	<u>26,125</u>	<u>170,605</u>	<u>187,105</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER, WOKING

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 £
<i>Tangible fixed assets</i>				
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	<u>24,703</u>	<u>24,210</u>	<u>0</u>	<u>547</u>	<u>268</u>	<u>2,180</u>	<u>13</u>
EXPENDITURE							
Donations							
Employee Costs	23,842	23,249					
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	<u>24,703</u>	<u>24,210</u>	<u>0</u>	<u>0</u>	<u>1,422</u>	<u>11,563</u>	<u>0</u>
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	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>102,415</u></u>	<u><u>103,569</u></u>	<u><u>17,791</u></u>