



St Mary's, Shalford and St Michael's, Peasmarsh Parish of Shalford

Trustees Annual Report & Unaudited Financial Statements of Shalford PCC (accounts independently examined, unaudited)

Year Ended 31st December 2022

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Administrative Information

This document is prepared by the Parochial Church Council of the Ecclesiastical Parish of Shalford (known as 'Shalford PCC') in the Diocese of Guildford within the Church of England. The Parish of Shalford includes the churches of St Mary the Virgin, Shalford (known as 'St Mary's Shalford') and St Michael's, Peasmarsh.

Vicar and Incumbent: The Reverend Sarah Lloyd

Registered Charity Number: 1128468

Bankers: Lloyds Bank, 147 High Street, Guildford GU13AG
Royal Bank of Scotland, 1 Hardman Boulevard, Manchester M3 3AQ
Barclays, Leicester, LE87 2BB

Independent Examiner of Accounts: Julian Norman, Lemon Bridge Cottage, 31 The Street, Shalford GU4 8BU

St Mary's Church is situated in the village of Shalford, in Church Close, The Street, Shalford GU4 8BP, and its daughter church, St Michael's Church, is in the neighbouring village of Peasmarsh. The correspondence address is The Vicarage, East Shalford Lane, Shalford, Guildford GU4 8AE.

The PCC is registered with the Charity Commission (Charity number 1128468) under the name, *The Parochial Church Council of the Ecclesiastical Parish of Shalford in the Diocese of Guildford* but is known, and hereafter referred to as, 'Shalford PCC'

The following have served on the Parochial Church Council (PCC) from 1 January 2022 until the date this report was approved, unless otherwise indicated:

Ex-officio Members:

<i>PCC Chair and Incumbent:</i>	The Reverend Sarah Lloyd (Vicar)*	
<i>Church Wardens:</i>	Ann Thomas*	Ex-officio member
<i>Deanery Synod Reps</i>	Theresa Coleman	Ex-officio from APCM 2019 retired 2022
	Joanna Houstoun	Ex-officio from APCM 2019 retired 2022

Elected Members:

<i>Deputy Churchwarden:</i>	Susan Odell	from APCM 2020
<i>Parish Safeguarding Officer:</i>	John Simpson*	from APCM 2018
<i>Secretary</i>	Naomi Fraser*	from APCM 2008
	Mary Bowman	Ex-officio LLM then APCM 2020 retired 2022
	Ellen Hallam	from APCM 2019 resigned 2022
	Ann Hyde	from APCM 2020
	Robert Lowe	from APCM 2019

Co-Opted Members

<i>Treasurer:</i>	Nigel Tyler*	Co-opted since APCM 2012-retired 2022
	Chris Hughes*	Co-opted July 2022
	Jacqui Davies	Co-opted July 2022
	Harriet Morris	Co-opted July 2022
	Sheila Pickering	Co-opted July 2022
	Carolynne Spooner	Co-opted July 2022

* Members of Standing Committee

Aims & Vision

At the PCC meeting held on 27th February 2022, the PCC adopted the revised Parish of Shalford & Peasmarsh Church Development Plan including a working vision statement: Praying to be always a welcoming, inclusive, worshipping, caring, generous church for all ages, serving locally, globally and environmentally at the heart of community. Our five Parish Foundations focus our mission, ministry and life as the body of Christ serving in community in this place: 1. Prayer, 2. Discipleship, 3. Hospitality, 4. Loving Service, 5. Joy. All framed by the Five Marks of Mission of the Anglican Communion, and 5 of the Guildford Diocesan Goals in Transforming Church, Transforming Lives

Objectives, Activities, and Public Benefit

The Parochial Church Council (“PCC”) is a body corporate established by the Church of England. The PCC has the responsibility of cooperating with the incumbent, the Reverend Sarah Lloyd, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is committed to enabling people to grow in discipleship, worship, find hospitality, sanctuary and support through the churches of St Mary’s and St Michael’s, and to serve at the heart of community to all in the parish of Shalford (villages of Shalford and Peasmarsh). The PCC seeks to enable all people and all ages to feel included; to enable as many people as possible to worship at our church, in all their diversity, and in a range of worship patterns offered. Our services and worship seek to enable people to put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission’s guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. We hope to give space and encouragement for people to live out their faith as part of our parish community through:

- Worship, prayer, loving service, hospitality and growing in discipleship
- Encourage learning about the gospels, and deepening relationship with Jesus Christ
- Provision of pastoral care, enabling belonging and building community and relationships for all people living in the parish
- Life events –funerals, baptisms, and weddings for all
- Growing community – working with our schools, care homes, hospice, local groups, councils and businesses.
- Mission and outreach work

The PCC is also specifically responsible for the maintenance of the church buildings of St Mary’s Shalford, and St Michael’s Peasmarsh, and St Michael’s Peasmarsh Hall. It has responsibility for the financial affairs, the maintenance and the appropriate insurance of the church buildings, churchyards, and goods and ornaments thereof. The PCC meets regularly and is assisted by a considerable amount of team-work, which is essential in the smooth operation of St Mary’s and St Michael’s.

Public benefit - As the Parish Church for Shalford, St Mary’s is open for all to visit every day. The church is at the heart of our community. It is an active church with a wide age range, aiming to show the love of Christ through all we say and do. There is a rich variety of services to suit different ways of worshipping God ranging from Common Worship Holy Communion, to informal 2nd Sunday All Age Services, Lay Led Worship, 1662 Holy Communion, and occasional Choral Evensong. St Mary’s and the church’s ministry and service in the community, connect with a wide range of people in both villages, and enable many community groups and events to come together in the church.

Structure, Governance & Management

Statement of Trustees' Responsibilities:

The trustees are responsible for preparing the Trustees' Report and Financial Statements in accordance with the applicable laws and the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019), and Statement of Recommended Practice (SORP 2015)

The law applicable to charities in England & Wales requires the trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these Financial Statements, the trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods & principles in current Charities Statement of Recommended Practice (SORP)
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the Financial Statements on an accruals basis.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities Act, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The PCC:

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent (the vicar), churchwardens, those co-opted by the PCC until the next APCM, and PCC members elected by those members of the congregation who are on the electoral roll of the church. All members of the congregation and others are encouraged to register on the Electoral Roll and stand for election to the PCC.

The full PCC met 5 times during the year, receiving notes of the intervening meetings and discussions of the Standing Committee, conducting some business via emails, and receiving reports at PCC meetings in areas including Safeguarding, Children's Ministry, Deanery Synod, Fabric, Finance, Global & Social Justice, Eco Church, and Discipleship. Minutes of PCC meetings have been posted in the church porch for all to read.

Church Teams:

The PCC approved the formation of a number of new teams or committees (named 'Church Teams') at the PCC meeting on 27th May 2021. The PCC now has a number of 'Church Teams' each dealing with a particular aspect of parish life. These teams are all responsible to the PCC and report back to it regularly with some members also being members of the PCC. St Mary's Church Teams currently are:

- Mission, Worship & Discipleship Team
- Fabric & Finance Team
- Safeguarding Team
- Pastoral Care & Social Team
- Children & Families Team (currently no members)
- Eco Champions Team
- PCC Standing Committee

Deanery Synod:

As members of the Guildford Deanery, the incumbent attended deanery chapter meetings throughout the year. We started the year with 2 other deanery synod reps but unfortunately both had to retire for reasons of time and changes in other life/work commitments.

Employees:

The PCC are further responsible for employing staff to undertake key roles in the Church, mindful of the Parochial Church Councils (Powers) Measure 1956, statutory employment legislation and other current Church of England Guidelines. St Mary's Church employed the following in 2022: A Parish Administrator – Part-time; A Director of Music – Part-time

Review of the Year: Achievements and Performance

The year of 2022 brought revitalisation and new pathways in our life being a church alongside many others in our local and global communities and, we pray, seeking to follow where God leads us. As life opened up again after the lockdowns and disruptions of the covid pandemic, we joyfully opened the church doors wide again for in-person worship, fellowship, groups and events, and continued to focus on outreach and living and serving as a church out in the heart of our community, being alongside individuals particularly where they are struggling and hidden, as well as connecting alongside village groups and organisations. Challenges continue with being a small parish church with no ministry team yet, many stretched resources in terms of people, finances, and time, and supporting the deep needs of many as the effects of the covid pandemic continue to impact the lives of individuals and community life. Yet the church has continued to keep faith that God leads and resources us, and the church continues to be a much cared for sacred space and much-loved church community of joy, prayer, learning together, partnerships, risk in loving service, welcome, mutual care and belonging for many. It is a joy and a blessing to serve here as your parish priest, and I'm extremely grateful to so many for their generous time, support, skills, dedication and prayers.

So many throughout our village/parish have joined St Mary's in supporting different occasions, needs, and community celebrations, has been such an encouragement and joy to experience as a church living out in community eg in St Mary's support of refugees, work on caring for creation, celebrating royal occasions together. St Mary's church building with all-day open door and pilgrim café, and votive candle prayer space, has continued to offer sanctuary and support to many visitors, those going through a time of grief or pain, occasional rough sleepers, pastoral and prayer support with clergy, and cafe fellowship and mutual care amongst St Mary's regular worshipping community.

Hugely generous with their time and talents, a small dedicated team of volunteers has kept the essential structures and fabric of the church in excellent shape, transparently yet in the background, and particular thanks for the all the great work of churchwarden Ann Thomas, our long-standing ever-patient treasurer Nigel Tyler, and PCC Secretary and all round amazing help Naomi Fraser, and the care and diligence of John Simpson Parish Safeguarding Officer. Thanks too to our 2 dedicated people in paid positions – to Liz Van Eykenhof for her great gifts as our organist and choir director and, as we said a sad goodbye after dedicated long service in the Parish Administrator role, to Ellen Hallam as she moved on to a new role in Broadwater School. We warmly welcomed Kate Waldock as new Parish Administrator, and with new volunteer treasurer Chris Hughes assisting we already have *Expenseplus* church book-keeping and finance software package up and running. We hope to expand our St Mary's Church teams in 2023.

Prayer, Worship & Life Events, and Discipleship

All Age Worship at St Mary's began afresh in 2022 with our new monthly café-church style worship on the 2nd Sundays of every month, shaped and led by the new 2nd Sunday team including wonderful singer-guitarist Emily composing and playing new worship songs for our new informal, participatory, inter-generational worship together. This new monthly café-church informal worship has been well received by children and young families as well as our regular older congregation, and is now the most well attended service each month and sees children return to worship in St Mary's. We hope will grow through 2023 to serve all in our parish seeking informal worship and time with God together.

It's been a great encouragement to see our other 3 Lay worship teams grow in 2022 to shape and lead worship on some 4th Sundays of the month. Special services in 2022 which connected people well beyond our regular worshipping Sunday congregation included worship and vigils for the two major national and world events in 2022 – the death of our greatly loved Queen Elizabeth II, and Russia invading Ukraine. 2022 included: days and bells of mourning for Queen Elizabeth and special St Mary's services and screening of the Queen's Funeral Service; Prayer vigils for and with Ukraine as war broke; wild all age worship outside; 'hats on' Platinum Jubilee service for Queen Elizabeth II; Choral Evensong with Guildford Cathedral choristers; a joyful yet sad Christmas day festival service worshipping God together with Bishop Jo presiding and preaching in her parish church with us here for the final time before she moves to a new episcopal role in the Anglican Communion.

Our regular Sunday & weekly worship settled into the pattern of: 8.30am daily morning prayer, 12 noon Wednesday midweek Holy Communion often with Signature care home friends too and with Sally Schupke as organist; Sunday worship 1st Sunday Parish Eucharist high altar & choir, 2nd Sundays all age café church, 3rd Sundays Parish Communion nave altar, 4th Sundays either Lay team worship or parish communion in the round, 8am BCP services 2nd & 4th Sundays. Attendance has revived to pre-lockdown numbers, and continues to grow gently spread through the week and out into the community too. Regular worship in Signature Care Home has continued to grow with 20-30 attending now at least monthly for holy communion at Signature, and a further 5-8 attending most weeks in St Mary's. Home Communion continues. Life Events in St Mary's in 2022 continued to show the effects of the pandemic with just 6 baptisms, 2 weddings, but 25 funerals in St Mary's (7) and Guildford Crematorium (16) and burial of ashes in the Garden of Remembrance (2).

Regular Small Fellowship Groups continue to be a core for our discipleship life together and in 2022, with groups of up to 8 able to share and go deeper and join in fellowship together – including Lent groups exploring Paula Gooder's Women of Holy Week alongside the plight of the people of Ukraine. We also ran a hugely successful 3 day faith and arts course – Imaging the Story – where we also welcomed friends from churches ecumenically across Guildford and beyond.

Hospitality & Loving Service

2022 has been particularly dominated by our support and life with Ukrainian refugees, following Russia's invasion in Feb 2022. Living and worshipping and learning with us, St Mary's led weekly Ukraine Thursdays English language learning & lunch sessions with amazing volunteer TEFL and lunch helpers and up to 80 Ukrainians of all ages coming to meet each other, find comfort and new connections, and gain vital support and sign-posts to settling in England. St Mary's church has particularly welcomed Sofia, Misha, Masha & Mila, and supported them with provisions, schooling, welcome in worship and church life, and settling into their new home with Rev Sarah at Shalford Vicarage, and Victoria and Lilia, staying first at the vicarage and then finding home at the Bishop of Dorking's Shalford home with Bishop Jo and Sam Wells, Vicar of St Martin in the Fields. This has made for a busy year in church life, but such a privilege and joy to be able to share lives and faith and hearts together.

Eco Church

2022 saw us move forward with renewed focus and action in our care for creation and battling against climate change. We were delighted to be awarded the Eco Church Bronze Award by A Rocha charity, following our eco efforts this year including fabric works to convert St Mary's lighting to LED, eco restore St Michael's Peasmarsh hall with LED lighting and insulation, the planting of 13 trees in St Mary's churchyard, preaching & communicating on environmental issues and action, and hosting a very successful first Shalford Eco Forum in St Mary's with presentations from a diverse range of local groups and experts. Thanks to St Mary's Eco Champions Team for all their efforts and actions.

Children & Young People

Our weekly Shalford Parent & Toddler Group in St Mary's continues to be hugely valued and enjoyed by many pre-school children and parents, often attracting more than 30 families, and a much needed meeting and support space for mothers in particular. 2nd Sunday All Age Worship as well as Baptisms, have grown through our manic Monday group too. Although not a Church of England school, our close relationship with Shalford Infant & Nursery School continues, with the vicar on the school governing body, and visiting the school at least weekly for reading support with church PAT dog, occasional assemblies and other school support. Our connections with St Catherine's and Tillingbourne schools have also grown in 2022, and Tormead and Charterhouse through our work with Ukrainian refugees. Shalford Brownies and Shalford Guides both now meet in St Mary's on Tuesday evenings, and have formed close connections with the church – it is wonderful to welcome them and join in with some of their adventures too.

Music – Choir

2022 has been an improved year for the choir. Adopting a new event-based format, we've had several

blocks of rehearsals leading up to events in the church year: Easter, Jubilee, Christmas. Membership has seen a few changes, with one or two leaving but others returning too. But it's clear that all of us are keen to sing even though we currently only comprise two vocal lines. We have also clearly established how much we enjoy meeting to rehearse whether or not the intended event goes ahead - a positive discovery from the pandemic. We remain hopeful for more members to swell our sound.

Liz Van Eykenhof

Bell-ringing

The last year has been an extremely positive one for the band, during which the less experienced ringers have improved their competency thanks to the patience and encouragement of the hard core of long-established members and to the teaching and leadership of Tower Captain Sally Schupke. The evening practices on Monday (at St Mary's) and on Wednesday (at St Nicolas's) have been complemented by evening visits to local churches - Bramley, Alford, Hascombe and Dunsfold - and by day outings to churches in and around St Neots in Cambridgeshire and Arundel in Sussex. All of this has strengthened the teamwork and camaraderie of the band. Particular highlights of the year are the winning of the annual competition for the Guildford Diocesan Striking Competition Shield for our first time (there are 60 ringing bands in the Diocese) and the once in a lifetime opportunities to ring for the late Queen's Platinum Jubilee and sadly not long after for her Funeral, to be followed by Ring for the King to celebrate the Coronation of Charles III. So, inspired by all of that and the recent recruitment of three new learners, we look forward to another year of supporting worship at St Mary's Church and life in the parish of Shalford. *Ian Farr*

Pastoral Care & Fellowship

Pastoral care remains at the heart of St Mary's life and ministry, with constant home visiting by the vicar and often PAT dog to those struggling, isolated, sick or bereaved, or in hospital or care homes. With nobody coming forward in 2022 for pastoral visitor training through our diocese or Anna Chaplaincy courses to become licensed pastoral visitors to support home and hospital visiting, there has nonetheless continued much mutual pastoral care and support and visits amongst and by St Mary's caring worshipping community and through St Mary's Pastoral Care & Social Team. One constant weekly highlight in mutual pastoral care continues through:

the 3Cs coffee morning which continued throughout the year from 10.00 – 11.30 approx. on Wednesday mornings, with increasing numbers coming along to enjoy coffee (or tea!) and home-made cake and biscuits, in the friendly and relaxed atmosphere of St Mary's, with some bringing their knitting or crochet. Throughout the year we were also pleased to welcome friends from Signature (formerly Sunrise) Care Home at Peasmarsh to join us with their carers. At 12 noon Rev Sarah holds a simple Holy Communion service for anyone who wishes to stay. Sheila Pickering, Mary Bowman and Naomi Fraser are grateful, as always, for the help and delicious contributions from many of the 3Cs regulars. All ages are most welcome. *The 3Cs team*

St Mary's & St Michael's Community Events

Hosting all age community gatherings and opening up spaces for support and for relationships to grow for all in the parish, as well as supporting local & global charities, has been a major aim for our larger Community Events which continued in 2022 though on a smaller scale including: Shalford Eco Forum, the Peasmarsh Quiz night in St Michael's Peasmarsh Hall, Christmas Market Peasmarsh Hall, Summer Concert arranged by Joanna Houston, Ukraine Day lunch cooked by Ukrainians in St Mary's, and more.

Safeguarding

As the Safeguarding Officer for Shalford Parish, it is my pleasure to present my report for 2022. We had just one safeguarding situation to report to Jackie Broadfoot, the Diocesan Safeguarding Advisor, and to Adult Social Services. The SCC Mental Health team are now working directly with the individual involved. Since my last report, the CofE Parish Dashboard has been introduced and we are continuing to complete sections and finding it very useful in providing an overview of our safeguarding commitments and policies.

Many members of the PCC and St Mary's congregation have undertaken safeguarding training throughout the year, and their commitment and enthusiasm is inspiring. On Safeguarding Sunday, I presented to our

congregation an overview of the safeguarding roles that the PCC, Rev Sarah and I have within our church but how safeguarding is the responsibility of everybody, and how we liaise with our local Diocese Safeguarding Team. I highlighted the importance we place on safeguarding in our Church. This was well received and I hope the message that our church is a safe place to discuss sensitive safeguarding issues will radiate from this. I am also pleased to report that all PCC members are fully certified on basic safeguarding issues and training. Training needs and updates are constantly under review to ensure the correct level of safeguarding training. It is my mission to ensure that parishioners and the wider Shalford community are aware that our Church is a safe place, where they will be listened to and helped under what could be very upsetting circumstances for them. And to then direct them to professionals who can help going forward.

John Simpson, Parish Safeguarding Officer

Fabric

The usual maintenance work was carried out and relevant certificates obtained.

St Mary's Church - Repairs & Other

- During the summer the thermostat serving the underfloor heating on the south side of the church failed. This was remedied in the short term by turning the boiler off. In September Chris Kollmer, Jupiter Heating Systems, visited. Jupiter were the original installers of the underfloor heating. Paul Agate, an electrician contracted to Jupiter, installed new thermostats on 30 September. This seems to have solved the problem.
- In December the boiler stopped working and the fan had to be replaced.
- A new votive candle stand was installed in the Lady Chapel, commissioned & paid for by a legacy gift.
- In March, the churchwarden visited the cathedral treasury and inspected St Mary's Shalford's silver held there. All that was expected to be there was. There was a gap in the paperwork which was rectified with the help of the curator, Roger Heath-Bullock.
- In May, PGH evicted the pigeons which had been roosting in the roof of the porch and replaced the mesh in the trefoil to keep them out.
- Also in May, CES replaced all halogen lamps in St Mary's Church with LEDs.
- In June Arbortech cut down or pruned trees in the churchyard: 3 dying/dead Lawson cypress removed; 4 yews, 1 locust tree, 2 hollies, 1 cherry laurel pruned. Additionally, a lime was examined and a condition report resulted in the tree having to be felled due to disease in early 2023.
- In November gel pigeon deterrent dishes were installed on the trefoil to discourage pigeons perching

St Michael's Church – Repairs & Other: Eclipse Electrical carried out works on St Michael's Peasmarsh Hall, including: complete rewiring, new electric heaters, new LED lighting, new Fire alarm, insulation of roof, plumbing - replacement of toilet cisterns & seats

The works were signed off by the churchwarden & vicar on 11th July 2022. *Ann Thomas, Churchwarden*

Electoral Roll: At our APCM in 2022 there were 101 members on the Electoral Roll.

Financial Review

Summary

Giving to the church via donations in 2022 was £5,000 higher than the budget of £49,500, (and approximately £7,000 higher than in 2021). Shalford PCC's regular income for 2022, excluding legacies, was £25,000 less than the annual running costs. This was an improvement on the comparable loss for 2021 of £37,000 and the 2022 budget loss of £35,000. The PCC continues to look at any ways of increasing this income, and has been particularly focused in increasing income through new larger community events (eg St Mary's Shalford Christmas Market), increasing hire of St Mary's church for concerts and group bookings, and cutting costs where possible. The PCC continues to benefit from the 2 generous legacies given in 2018 and is continuing to use this unrestricted reserve for the whole parish community in line with our mission and ministry to all, and care for the environment and our buildings and land. The balance on our General Fund at the end of the year was £276,247. The PCC's 5-year financial plan is updated annually, and our aim is to break even on our profit-and-loss account over the next 5 years. We have continued to pay our Parish Share in full each year. Towards the end of the year we made plans to introduce new accounting software, Expenseplus, specifically designed for use by churches and small charities.

Notes on Income

Total income received was just over £105,000, the majority of this from increased giving through the Parish Giving Scheme, with smaller amounts through the weekly envelopes, church plate and wall safe, and regular gifts by standing order. Much of this was Gift Aided allowing us to reclaim a little over £13,000 tax. We also received £12,145 from legacies. We received £14,633 from other activities such as hire of the church, magazine donations and advertising, Life Events Fees, and recovery of some VAT.

Notes on Expenditure

Total expenditure was just under £170,500. The greater part of this was made up of the Diocesan Parish share of £77,382, and spending from our reserves on capital projects of renovation and environmental upgrade eg £18,300 on new LED lighting in St Mary's, and £25,490 to part-restore St Michael's Peasmarsh Hall. Other routine expenditure included insurance for the buildings, salaries of the Parish Administrator and Director of Music, utilities and funding the general work of the church both within the church and also in the wider community.

Unrestricted Fund

The PCC's Unrestricted Fund comprises a General Fund which is principally used to pay the running costs of the Parish Churches of Shalford & Peasmarsh. Running costs include the parish share, for the Parish of Shalford with Peasmarsh, which is payable to the Diocese of Guildford. The Shalford PCC 2022 parish share was £77,382. The balance on the General Fund on 31 December 2022 was £276,247. Included in the Unrestricted Fund are receipts of rent from the Shalford Infant & Nursery School of £200 pa – restricted to use for any administration fees for the trustees (Vicar and Churchwardens) in carrying out their duties as landlords of the school and its lease to Surrey County Council, or for educational purposes for the school in agreement with the school.

Restricted Funds

A long-standing Restricted Fund is for the Allen Digital Organ purchased in 2015 which has been treated as a fixed asset or capital item. The balance on 31 December 2022 on this Fund in the attached accounts is £2,400.

Reserves & Reserves Policy:

The PCC at its meeting on 15 July 2021 agreed to the current Shalford PCC Reserves Policy, to hold approximately 12 months running costs as a reserve fund to cover unforeseen emergencies and cash flow fluctuations, in an unrestricted fund. The PCC also formally approved that this reserve should be invested in the CCLA's Church of England Investment Fund or as subsequently agreed by the PCC. During the year this Investment has decreased in value from £124,230 on 31 December 2021 to £109,671 at 31 December 2022, and brought an income from dividends of £3,264.

Charitable & Mission Giving

In 2022 the PCC raised funds to support other charities and community and environmental work in line with its mission. Particular special collections and community events for charities during the year included: £125 to A Rocha Eco Church; £250 to The Royal British Legion, £412 DEC Ukraine, £391.50 to Guildford Action; £391.50 to Shooting Star Chase Children's Hospice

Approved by the Parochial Church Council on 20th April 2023 and signed on its behalf by:



The Reverend Sarah Lloyd (PCC Chair)



Date

**Independent Examiner's Report to the Trustees of the
Parish of Shalford PCC – St Mary's and St Michael's**

Independent examiner's report to the trustees of the Parish of Shalford PCC – St Mary's and St Michael's

I report to the charity trustees on my examination of the accounts of the Parish of Shalford PCC – St Mary's and St Michael's (the Charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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


Julian Norman FCCA
Lemon Bridge Cottage
31 The Street
Shalford
GU4 8BU

Date: 12/04/2023

PARISH OF SHALFORD PCC - ST MARY'S AND ST MICHAEL'S

Statement of Financial Activities
for the year ended 31 December 2022

		Unrestricted funds £	Restricted funds £	31.12.22 Total funds £	31.12.21 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	85,542	-	85,542	66,452
Other activities	3	1,780	-	1,780	8,265
Investments	4	3,475	-	3,475	845
Charitable activities	5	14,633	-	14,633	16,732
Total		105,430	0	105,430	92,294
EXPENDITURE ON					
Charitable activities	6	170,420	1,200	171,620	168,879
Total		170,420	1,200	171,620	168,879
Unrealised gain/(loss) on investments		(14,559)	-	(14,559)	4,230
NET (EXPENDITURE)		(79,549)	(1,200)	(80,749)	(72,355)
RECONCILIATION OF FUNDS					
Total funds brought forward		355,796	3,600	359,396	431,751
TOTAL FUNDS CARRIED FORWARD		276,247	2,400	278,647	359,396

The notes form part of these financial statements

PARISH OF SHALFORD PCC - ST MARY'S AND ST MICHAEL'S

**Balance Sheet
At 31 December 2022**

	Notes	Unrestricted funds £	Restricted funds £	31.12.22 Total funds £	31.12.21 Total funds £
FIXED ASSETS					
Tangible assets	10	-	2,400	2,400	3,600
CURRENT ASSETS					
Investments	11	109,671	-	109,671	124,230
Debtors	12	3,419	-	3,419	3,115
Cash at bank and in hand		166,451	-	166,451	231,810
Total current assets		279,541	-	279,541	359,155
CREDITORS					
Amounts falling due within one year	13	3,294	-	3,294	3,359
NET CURRENT ASSETS		276,247	-	276,247	355,796
TOTAL ASSETS LESS CURRENT LIABILITIES		276,247	2,400	278,647	359,396
NET ASSETS		276,247	2,400	278,647	359,396
FUNDS	14				
Unrestricted funds				276,247	355,796
Restricted funds				2,400	3,600
TOTAL FUNDS				278,647	359,396

The notes form part of these financial statements

Approved by the Parochial Church Council on 20th April 2023 and signed on its behalf by:



The Reverend Sarah Lloyd (PCC Chair)



Date

PARISH OF SHALFORD – ST MARY'S AND ST MICHAEL'S
Notes to the Financial Statements
for the year ended 31 December 2022

1. ACCOUNTING POLICIES

General information and basis of preparation of the financial statements

The Parochial Church Council of the Ecclesiastical Parish of Shalford in the Diocese of Guildford is an unincorporated charity in England.

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' – the requirements of section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably, and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the facility or item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Investment income is earned through holding assets for investment purposes such as shares. It includes dividends and interest. Interest income is recognised using the effective interest method and dividend income is recognised when the charity's right to receive payment is established.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

PARISH OF SHALFORD – ST MARY'S AND ST MICHAEL'S
Notes to the Financial Statements
for the year ended 31 December 2022

1. ACCOUNTING POLICIES – continued

Volunteers and donated services and facilities

The value of services provided by volunteers is not incorporated into these financial statements.

Going concern

The trustees have continued to adopt the going concern basis for preparing these financial statements. They have done so on the grounds that the charity has and continues to have sufficient funds to meet its obligations as they fall due.

Tangible fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

a. Other land and buildings

St. Michael's Church at Peasmarsh is held on a lease at a peppercorn rent, subject only to the Church being used for regular worship. If the services end, the land and buildings revert to the freeholder. The buildings cannot be sold and are, in that sense, inalienable. All expenditure incurred during the year on these buildings and movable furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

b. Other fixtures, fittings and office equipment

Equipment used within the Church premises is depreciated on a straight-line basis over 10 years. Individual items with a purchase price of £5,000 or less are written off when the asset is acquired.

Taxation

The charity is exempt from tax on its charitable activities.

Restricted funds

Restricted funds represent:

- Income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and
- Donations or grants received for a specific object or invited by the PCC for a specific object.

The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Where the capital is restricted, but the income generated thereon is not, the capital balance is shown within restricted funds and the income within unrestricted funds.

Unrestricted funds

Unrestricted funds are general funds which can be used for PCC ordinary purposes. Designated funds are funds set aside out of the unrestricted funds for future work.

PARISH OF SHALFORD – ST MARY’S AND ST MICHAEL’S

**Notes to the Financial Statements
for the year ended 31 December 2022**

1. ACCOUNTING POLICIES - continued

Investments

Investments are valued at their market value at the balance sheet date. Gains and losses on disposal and revaluation of investments are credited or charged to the Statement of Financial Activities.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and cash deposits with financial institutions that are readily convertible to known amounts of cash with insignificant risk of change in value.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

PARISH OF SHALFORD PCC - ST MARY'S AND ST MICHAEL'S

Notes to the Financial Statements
for the Year Ended 31 December 2022

2 DONATIONS AND LEGACIES

	Unrestricted fund	Restricted fund	31.12.22	31.12.21
	£	£	£	£
Planned giving:				
Gift Aid	53,360	-	53,360	45,500
Tax recovered	13,340	-	13,340	12,300
Other planned giving	6,697	-	6,697	4,652
Legacies	12,145	-	12,145	4,000
	85,542	-	85,542	66,452

3 OTHER ACTIVITIES

	Unrestricted fund	Restricted fund	31.12.22	31.12.21
	£	£	£	£
Community fundraising events	1,780	-	1,780	8,265
	1,780	-	1,780	8,265

4 INCOME FROM INVESTMENTS

	Unrestricted fund	Restricted fund	31.12.22	31.12.21
	£	£	£	£
Income from listed investments	3,264	-	3,264	811
Interest	211	-	211	34
	3,475	-	3,475	845

5 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted fund	Restricted fund	31.12.22	31.12.21
	£	£	£	£
Church activities				
Church/hall lettings	4,611	-	4,611	3,330
Magazine subscription	1,857	-	1,857	1,952
Magazine advertising	4,321	-	4,321	5,422
Fees	1,553	-	1,553	1,979
Recovery of VAT	1,199	-	1,199	1,011
Other income	1,092	-	1,092	830
Coronavirus job retention scheme	-	-	-	2,208
	14,633	-	14,633	16,732

PARISH OF SHALFORD PCC - ST MARY'S AND ST MICHAEL'S

**Notes to the Financial Statements
for the Year Ended 31 December 2022**

6 CHARITABLE ACTIVITIES

	Activities undertaken directly	Grant funding of activities	Support costs	31.12.22	31.12.21
	£	£	£	£	£
Church activities	165,538	-	4,412	169,950	163,045
Religious and secular charities	-	1,570		1,570	5,234
Governance costs	-	-	100	100	600
	165,538	1,570	4,512	171,620	168,879

Church activities

Included within Church activities of £165,538 is £77,382 for the 2022 Diocesan Parish Share. Church activities also includes £18,300 for new lighting at St Mary's Church and £25,490 for work on Peasmarsh Hall.

7 GOVERNANCE COSTS

	Unrestricted fund	Restricted fund	31.12.22	31.12.21
	£	£	£	£
Examiner's Fee	100	-	100	600
	100	-	100	600

8 TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND EXPENSES

Remuneration or benefits paid to trustees of the PCC during the year amounted to £2,952 (2021 - £5,904).

Ellen Hallam was the parish administrator and a PCC member until 30 June 2022. This payment is her salary as parish administrator.

Trustees' expenses

During the year the PCC paid visiting ministers £nil (2021 - nil) and paid trustees of the PCC £4,440 (2021 - £3,258) as reimbursement of expenses incurred by them on behalf of the PCC. During the year, 5 of the trustees were reimbursed for expenses (2021 - 5).

9 STAFF COSTS AND EMPLOYEE BENEFITS

The average monthly number of employees during the year was 2 (2021 - 2).

PARISH OF SHALFORD PCC - ST MARY'S AND ST MICHAEL'S

Notes to the Financial Statements
for the Year Ended 31 December 2022

10 TANGIBLE FIXED ASSETS

	Unrestricted fund	Restricted fund	31.12.22	31.12.21
	£	£	£	£
Cost:				
At 1 January 2022	-	12,355	12,355	12,355
Depreciation:				
At 1 January 2022	-	(8,755)	(8,755)	(7,555)
Charge for the year	-	(1,200)	(1,200)	(1,200)
Net book value	<u>-</u>	<u>2,400</u>	<u>2,400</u>	<u>3,600</u>

Fixed assets comprise the Allen Digital Organ purchased in 2015.

11 INVESTMENTS

	31.12.22	31.12.21
	£	£
Cost	120,000	120,000
Unrealised gain/ (loss) at 31 December	(10,329)	4,230
	<u>109,671</u>	<u>124,230</u>

12 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22	31.12.21
	£	£
Gift Aid receivable	3,419	3,090
Accounts receivable	-	25
	<u>3,419</u>	<u>3,115</u>

13 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted fund	Restricted fund	31.12.22	31.12.21
	£	£	£	£
Agency collections	524	-	524	809
Accounts payable	1,983	-	1,983	2,130
Taxation and social security	787	-	787	420
	<u>3,294</u>	<u>-</u>	<u>3,294</u>	<u>3,359</u>

PARISH OF SHALFORD PCC - ST MARY'S AND ST MICHAEL'S

Notes to the Financial Statements
for the Year Ended 31 December 2022

14 THE FUNDS OF THE CHARITY

	At 1.1.22	Income	Payments	Unrealised gain/(loss)	31.12.22
	£	£	£	£	£
Unrestricted Funds					
General fund	355,796	105,430	(170,420)	(14,559)	276,247
Restricted Funds					
Allen Digital Organ	3,600	-	(1,200)	-	2,400
TOTAL FUNDS	359,396	105,430	(171,620)	(14,559)	278,647

15 RELATED PARTY DISCLOSURES

There were no related party transactions during the years ended 31 December 2022 or 31 December 2021.

PARISH OF SHALFORD PCC - ST MARY'S AND ST MICHAEL'S

**Detailed Statement of Financial Activities
for the year ended 31 December 2022**

INCOME AND ENDOWMENTS	31.12.22	31.12.21
	£	£
Donations and legacies		
Planned giving:		
Gift Aid	53,360	45,500
Tax recovered	13,340	12,300
Other planned giving	6,697	4,652
Legacies	<u>12,145</u>	<u>4,000</u>
	<u>85,542</u>	<u>66,452</u>
Other activities		
Community fundraising events	<u>1,780</u>	<u>8,265</u>
Investments		
Investment return and interest	<u>3,475</u>	<u>845</u>
Charitable activities		
Church/hall lettings	4,611	3,330
Magazine subscription	1,857	1,952
Magazine advertising	4,321	5,422
Fees	1,553	1,979
Recovery of VAT	1,199	1,011
Other income	1,092	830
Coronavirus job retention scheme	-	2,208
	<u>14,633</u>	<u>16,732</u>
Total income and endowments	<u>105,430</u>	<u>92,294</u>
EXPENDITURE		
Charitable activities		
Support costs		
Ministry :		
Diocesan parish share	77,382	77,604
Mission & ministry	883	1,151
Vicarage running costs	524	715
Running costs	13,551	14,212
Maintenance costs	11,423	13,956
Parish magazine costs	4,412	4,590
Parish office expenses	1,225	1,309
Organist & parish administrator salaries	10,495	10,320
Installation of audio-visual system	-	35,126
Churchyard trees and wildflower meadow	3,625	-
New lighting at St Mary's Church	18,300	-
Work on Peasmarsh hall	25,490	-
Other usage of legacy receipts	1,440	2,862
Depreciation	1,200	1,200
Grants		
Religious and secular charities	1,570	5,234
Governance costs		
Examiner's fees	100	600
Total expenditure	<u>171,620</u>	<u>168,879</u>
Net (expenditure)	<u>(66,190)</u>	<u>(76,585)</u>

This page does not form part of the statutory financial statements