

St. Mary of Bethany – Annual Report of the Parochial Church Council for the Year Ended 31 December 2020

St. Mary of Bethany Church, Mount Hermon Road, Woking, Surrey GU22 7UH

St. Mary of Bethany Church is part of the Guildford Diocese within the Church of England.

PCC members who have served from 1 January 2020 are:

Ex-officio Members: Incumbent Associate Vicar Associate Minister (retired with permission to officiate) Curate	Mark Wallace (Chair) Bekah Clark (from March 2020) Ray Marks Sarah Tapp (from June 2019)
Deanery Synod Representatives: Elected October 2020 Elected October 2020 Elected October 2020	Rowena Vale (first elected 2018) Caroline Mendham Jonathan Miles
Elected Members (maximum 6 continuous years): Church Wardens: Elected in 2017 for 3 years: (all stood down in October 2020) Elected in 2018 for 3 years: Elected in 2019 for 3 years: Elected in 2020 for 3 years:	Clare Mall (from April 2016 to October 2020) Michael Smith (from April 2018 to October 2020) Sarah Macdonald (from October 2020) Colin Hickman (from October 2020) Cesca Tennant (first elected April 2014) Jonathan Ovens (first elected April 2014) Stephanie Roberts Sarah Macdonald (first elected 2015) David Thomas (first elected 2015) Elizabeth Edwards Rebecca Rowland (PCC Secretary from April 2018) David Jenkins (from April 2016, Lay-Chair from May 2018) John Brooks Derek Wade Simon Crosland Clare Mall
Co-opted:	Nick Mendham (PCC Treasurer)

The Church bankers are:

Barclays Bank PLC, Town Square, Woking Surrey GU21 1YG

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

The Independent Examiner is:

Edwards Greene, 9 Innovation Place, Douglas Drive, Godalming, Surrey GU7 1JX

pending approval by the APCM, to perform the Independent Examination of the 2020 accounts.

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under statute law, The Parochial Church Council (Powers) Measure 1956. The PCC of St Mary of Bethany, Woking was registered with the Charity Commission on 26 March 2009 (registered No. 1128813). PCC members therefore act as charity trustees.

The rules of appointment of PCC members are governed by and set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

New PCC members are provided with information on the structure of the PCC and their role and responsibilities as a PCC member. PCC members are briefed on child protection issues by the Parish Safeguarding Representative (children). There are Finance and HR teams that advise and make recommendations to the PCC in these areas and while there is no formal Fabric Team the Church Wardens work with a number of members of the congregation on managing the fabric of the church and a maintenance budget is agreed annually by the PCC. All proposals for capital or on-going financial commitments or legal matters are approved by the PCC.

The major risks to which the PCC is exposed have been reviewed and systems or procedures have been established to achieve good practice and to manage risk in areas, such as health and safety, child protection, disability discrimination, employment legislation and sound financial management.

Standing Committee (SC)

This is the only committee required by law. It comprises the incumbent, Associate Vicar, curate, churchwardens, PCC lay chair, treasurer and secretary and has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Other members of the PCC may be co-opted to the Standing Committee as necessary.

Ministry Team

This is composed of the clergy Mark Wallace, Bekah Clark, Ray Marks, Sarah Tapp and members of the staff team, and the church wardens (when they are available). Meetings are held regularly to plan and review ministry, and deal with issues as they arise.

The ministry staff are: Dave Doran (Youth Minister), Tina Thomas (Young Families Minister) and Kate Clarke (Children's Minister). From September they were assisted by an Intern, Joel Thomas.

The administrative staff are: Jess McNutt (Office Manager), Sharon Row (Office Administrator) and Christine Strutt (Bookkeeper).

We are thankful for the arrival of Bekah Clark as Associate Vicar in March with a brief to develop our mission and evangelism.

Leadership Vision Team

The LVT is made up of representatives of the congregation, staff and ministers and its purpose is to help us discern God's will for us as a church.

Go! Team

The Go! Team actively promotes mission both in the UK and overseas by keeping in touch with mission partners and encouraging the church to pray for those we support. The church gives 10% of its church giving to mission. The Go! Team's budget represents 85% of this amount from which funds are allocated to mission partners both here in the UK and abroad. 15% is allocated to the PCC for responding to appeals that arise during the year, but during 2020 it was agreed that 10% of the 15% tithe would be given to St Michael's Sheerwater for the next few years to support their ministry. The Go! Team also manages distribution of the funds raised annually through "Making Mission Possible".

Finance Team

The Finance Team supports the Treasurer and guides the PCC in matters of financial management and stewardship.

HR Team

The HR team advises on and oversees our employment policies, recruitment practices and drafts employment contracts. They also administer and manage salary planning and implementation, administer the pension fund and payroll and benchmark new or replacement positions for salary planning.

Objectives and Activities

The PCC has the responsibility of co-operating with the incumbent, Mark Wallace, in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has regard to the Charity Commission's guidance on public benefit.

St. Mary of Bethany's mission statement is "God's transforming people in our parish: To love Jesus, to serve and tell others, to be community". The mission statement is in line with the first two priorities set out in the Diocese strategy of Transforming Church, Transforming Lives.

The Church Development Plan for the two-year period 2020-2021 is:

- **Going deeper** – everyone taking the next step in their discipleship journey with Jesus.
- **Going further** – developing our mission and evangelism to reach more people with the gospel.
- **Ready to build** – consulting and planning to upgrade our church and building.

Members are encouraged to support the work of the church through prayer, service and giving.

For the first two months of 2020 Sunday services at 9:15 and 11am continued to offer different styles of service and celebration, with an opportunity for congregations to meet, have coffee and enjoy fellowship after each. These were supplemented by an 8.00am communion service on the first Sunday of each month. Ray Marks continued to be involved in preparing the preaching programme for the year which centres on expository preaching of Bible books, interspersed with some thematic series.

However, with the start of the Coronavirus pandemic in March 2020, services moved to a single online service at 10.30am along with pre-recorded Holy Communion services. From the summer of 2020 for the remainder of the year a single service was held in the church building with a small congregation in attendance but restricted by social distancing guidelines. Services were broadcast online and attracted good attendance including from people not based in Woking.

Homegroups provide the primary source of pastoral care and an important aspect of encouraging discipleship. These have been pivotal in the life of the church during 2020 as they moved to meeting virtually, but they have been one aspect of church life that has been able to continue during the pandemic. The majority of church members attend homegroups and there are groups which meet at a variety of times in the day, and different days of the week on a weekly, biweekly or monthly basis. The most common pattern is a weekly meeting on a Wednesday evening. Groups often follow the sermon series and use their time together for Bible Study, worship and prayer. Some homegroups actively engage in supporting mission partners and some groups are also involved locally in serving the community through local projects such as the Foodbank (Trussell Trust) and the Besom Project.

Attendance has picked up during the year, and a new online only group was formed. Support for homegroups was provided by a leadership team consisting of Peter and Heather Valetta, Jonathan Miles and Sarah Tapp.

Homegroups support the church and individuals through prayer. The church provides a monthly prayer diary to help direct prayer, and church members have been invited to join the morning prayer times with the staff team online during the pandemic. Central monthly prayer meetings have been paused whilst we cannot meet in church during the pandemic.

As well as running an Alpha course in 2020, we were also able to run the Talking Jesus course, equipping SMoB members in sharing their faith, and the Hope Explored course – both online.

Since March 2020 the Coronavirus pandemic has severely curtailed the activities that can be run in our church buildings. Regular activities such as bible study groups, music rehearsals, Bethany Babes parent and toddler groups, CAMEO (a fortnightly meeting for older people) and FNC and FX youth groups all had to stop meeting, although FNC was able to hold a few events with limited numbers. Some activities were able to move online, such as Talk Easy, an English conversation practice group.

A wide range of other community groups have also been unable to use the buildings during much of 2020, including Brownies, Guides and Rangers, resident association AGMs, performing art groups, and children's party hire.

The Fun Clubs for children, one for boys and another for girls, in Barnsbury School were also stopped from March 2020.

During 2020 the staff have found ways to keep in touch with those who would normally attend the events and activities we have been unable to hold. For example, members of CAMEO have been phoned each week, whilst activities for children have been provided for them to do at home.

Achievements and Performance

In September 2020 there were 196 members on the Electoral Roll, which compares with 189 members in April 2019, an increase of 7.

2020 was the second year of our current two-year development plan.

As part of the focus on mission and evangelism the church ran an Alpha Course at the start of the year which started meeting in the home of congregation members, but then switched to meeting virtually once the pandemic started. The group contributed the nucleus of a new online Home Group. Whilst the pandemic meant that the only event apart from services that could take place for members to invite friends and family was the Christmas Encounter. A number of events were also held online including Chill Events, a Men's Social and a Quiz Night for Tear Fund.

After a busy 2019, the church had a year off from acting as a polling station for any local or general elections.

As the next step in making us more outward focussed as a church we welcomed Bekah Clark as an Associate Vicar who would give us more capacity to reach the wider community. She started at the end of March, coinciding with the start of lockdown. However, during her first year Bekah has reviewed the mission and outreach of the church and has forged links with other evangelists in the Woking area, as well as preaching and sharing in other church ministries.

Sarah Tapp has continued her involvement in preaching and homegroups as she moved into her second year of training and took on leadership of the Alpha course.

In September Joel Thomas joined as an intern under the New Wine programme through until the summer of 2021. Whilst with us he spends one day per week training. He has particularly focused on supporting our children's and youth work and has also contributed musically.

The church is committed to work with young people, both in terms of the time given by volunteers and staff, but also in the financial support provided. There is a regular programme of Sunday morning and evening groups for young people aged from around 4 years old to 18. In addition, the church provides two youth groups on Friday night (FNC and FX) which cater for young people aged 7-11, and 11-18, respectively, and is believed to be the only church in Woking providing Friday night clubs for children and youth. With the restrictions caused by the pandemic the team was highly creative in producing material and online events that children and young people could engage with. When the church was open a couple of family services were arranged on a Sunday afternoon. We are unusual as a church in the relationships we have with some of our local schools, not all of which are church schools. A number of schools normally bring their students to church for special services but were unable to this year. We have also been able to provide input to school assemblies.

For much younger children and their parents and carers we have a reputation for the care provided at Bethany Babes. Sadly, our two Bethany Babes groups were unable to meet from March onwards.

Ministry aimed specifically at older people is offered through CAMEO which normally meets twice monthly at church and has occasional trips out. With CAMEO also having to stop from March, the focus has been on remaining in touch with its members through a weekly phone call. It has not been possible to hold services in Ebbage Court and Homebeech.

Two areas where Church members have particularly stepped up this year are with music and AV technology. The music team under the direction of Paul Edwards has produced a significant volume of music videos for use for the Sunday Services and also the Christmas Encounter. They have been of a professional quality and have been made available for others to access through YouTube. With the switch to online services the Audio-Visual team, under Phil Vale's leadership, has ensured that as many church members as possible have been able to access the services. The team also helped to specify the right equipment to purchase and install more permanent cameras, recognising that we will continue to stream our services for the foreseeable future.

Progress was made on developing the building to ensure it can support the church ministry and local community well into the future. Following the appointment of MEB Design as architects in 2019, the Building Task Group hosted a consultation event with church members and the immediate neighbours in March. The outline proposals were well received and were further developed during the year to take on board the feedback received. A planned consultation with the wider neighbourhood in the autumn had to be cancelled due the restrictions in place.

The PCC and SC met on 12 occasions during 2020, online since April. Meetings were structured to ensure that every aspect of church life has been considered over the course of the year, including those areas which enable the smooth and effective running of the church, such as HR, how we welcome newcomers and nurture members and young people, to those areas focussed on mission and our engagement with the wider community. Every meeting has examined the finances of the church and decisions about expenditure have been agreed by the PCC. PCC meetings have also reviewed our safeguarding. Inevitably during the year there was a focus on how we responded to the impacts of the pandemic on our church members, those who normally use our building, the community, the staff and our finances. This included agreeing appropriate cost reduction measures during the year, including utilising the Government's Job Retention Scheme for periods when there was insufficient work for some of the staff to do.

Prayer continues to be central to all we do and in addition to regular prayer meetings (held daily online since March), opportunities for individual prayer in services and prayer chains, the church has published a monthly prayer diary.

The church supports a number of Mission Partners many of whom now have close ties with the church. It's been a real encouragement that even during this time of lockdown and restrictions Mike and Liz Jeggo (OMF), Bob and Gail McLeod (MMM), and Jon and Elma Hargreaves (Amplifying Voices) have all been able to join us to share how God is at work around the world, and we were able to increase our financial support for our Mission Partners as reported in the financial section of this report. During the year we concluded our support for Tearfund and SU India, with the end of Tearfund's Connected Church scheme (Kubatsirana) and the end SU India's work in English-speaking schools. We continue to support 7 Mission Partners.

The church increased its use of social media to promote events and create community during the pandemic. Mark or one of the team post regular blogs and Facebook has been used to promote all that we have been able to do during the year. Our services are all accessible through the website.

Financial Review

Nick Mendham (Treasurer)

2020

2020 was another year of financial blessing for St Mary of Bethany, a year where once again, we stepped out in faith and were rewarded with generosity. Regular and one-off giving were slightly higher than in the previous year. We enjoyed greater returns from on-line shopping through easyfundraising.org.uk and the introduction of AmazonSmile. We added a donation page to the Home Page on our website during 2020. Income across all funds was £396k versus £351k in 2019. The General Fund income was £349k including tax recovery, 7% above the 2019 figure of £325k. Total church expenditure in 2020 was £388k, of which £306k was on the General Fund. The Diocesan Parish Share payment was £97k, 1% above 2019. The church staff costs were £170k, 18% higher than in 2019. This increase includes the appointment of our associate vicar.

Our commitment to Missions continued in 2020 at £66k. The Go!Team, PCC and church members, continued to support our main mission partners and local causes through Making Mission Possible and other giving. This was 14% above the previous year! We have used the PCC tithe (15% of the principal tithe, excluding Making Mission Possible) to support local mission and charitable organisations, principally St Michael's, Sheerwater. The vicar also has a discretionary fund that is used to help people in times of hardship. Thanks to the generosity of church members, we have been able to replace our piano, purchase the additional audio/visual equipment that has secured our ability to continue to live-stream services into the future, and repay the loan from the Buildings Fund that we took to help finance the original Audio-Visual project. A summary of the principal supported missions can be seen on Page 13 of the accounts at Note 13.

The lockdown due to Covid-19 required urgent action to reconsider and plan our finances through the year. We agreed to act swiftly to build plans to address different scenarios as the year unfolded. At an emergency meeting in April, the PCC approved plans to introduce contingency actions based on three levels of possible financial outcome. The purpose of this planning was to protect ministry and staff in the face of potential income shortfalls. In the event we were blessed by the Government's Job Retention Scheme in the face of lower than budgeted plate-giving and one-off giving, as well as the increased regular giving as mentioned earlier. A consequence of the lockdown was lower ministry costs and we took the decision to defer certain repair costs as well.

We have been truly blessed as we have sought to be a generous church that aims to bless others. We thank God for His generous provision for our needs, where we ended the year with a small surplus having funded our original plans and more.

The 2020 accounts have been prepared by Hugh Andrews and Christine Strutt, with Richard Edwards (of Edwards Greene) once again undertaking the independent examination. We are very grateful to Hugh and Christine for their outstanding work in preparing the accounts.

The finance team of Nick Mendham, Hugh Andrews, Brian Harris, John Rowland and Richard Warne have met regularly through the year. We are delighted that Becs Allin joined the team in January 2021. Christine Strutt continues to do a wonderful job as bookkeeper. We are so grateful to our Treasury Ladies for their work in counting and banking, particularly Helen Brooks, who has come in every week during the lockdown to count and bank money placed in the wall safe. OptimumAccounting, (Knaphill) ran our payroll, an arrangement which generally has worked well. We communicated the financial position and needs of the church to our Sunday morning congregations at the church Annual Meeting in October, as well as at each PCC and Standing Committee meeting. Our original plan was to update on the vision and plan presented by Mark Wallace and how it was driving the financial and resourcing needs of the church. This was modified in

April, with PCC approval of an emergency budget in response to the Covid 19 lockdown.

2021 Budget:

The focus for our 2021 budget, which was approved by PCC in Jan, is to continue the delivery of ministry, pastoral care and outreach within and beyond the church in the local community. It is our intention to give a salary increase to our staff from 1st April, to support and house our curate, support and house our associate vicar, to maintain our training budget, similarly our IT budget and to replace equipment as necessary. We will maintain our commitment to tithing the income and to supporting Making Mission Possible. The breakeven budget approved by PCC includes a level of income that is £18k above the underlying historical trend that we have seen over the last few years, excluding legacies. As in all previous years, we need to focus on stewardship to raise the resources required to fulfil our plans in ministry and mission. We ask our donors to review their giving in the light of their current situation, particularly those who donate by Standing Order, whose giving has not changed for a while. We do lose income if our regular giving does not keep pace with inflation, which in turn affects our ability to deliver ministry and mission. Generosity is an important function of discipleship, and important for each of us to reflect upon as we continue to grow in faith. St Mary's was blessed with extraordinary generosity in 2020 and we pray for this to continue in 2021. As we receive and observe generosity, in turn we are encouraged to be generous ourselves.

Important sources of income for 2021 will include:

- Regular giving by weekly donation, monthly standing order and the Parish Giving Scheme. The PGS will be available online from April allowing donors to manage their giving directly. (We will provide full details in the coming weeks).
- One-off donations. We do ask people to consider if they have surplus funds available at the end of 2020, from which an additional gift to the church could be made.
- Wherever possible we ask people to gift aid their giving and donations as this tax recovery is a very important form of income for us. We are budgeting in 2021 for gift-aid recovery of £57k.
- Bank and dividend interest from our accounts set up through Savings Champion.
- easyfundraising.org.uk / AmazonSmile. These are simple ways to raise money for the church through online shopping.
- Our legacy policy encourages members to consider St Mary's in their estate planning (although of course we can't predict the impact of this!).
- Digital Giving whereby donations can be made by credit or debit card using the Sum Up card reader, which also accepts contactless payments.
- The donation page on the home page of our website for one-off credit card donations.
- Efficiencies. We continue to seek lower costs wherever possible.
- We will take advantage of the Job Retention Scheme whilst the church remains closed.
- A stewardship plan to sit alongside the new vision. We need someone to lead the implementation of this plan, which was written by the finance team.

It is possible that approved building and development plans with all permissions could be in place at the end of the summer. With these approvals our focus will turn to how the Building Project will be funded. It is important that we can separate what will be two clear priorities in funding; income (particularly one-off giving) to fund the running of the church and its ministries, and income to allow us to fund the entirety of the building and development plans. The PCC and the finance team will consider this point over the coming months.

Grants:

We will continue to search for opportunities to apply for grants wherever possible, including to reclaim VAT on maintenance expense from the Listed Places of Worship scheme.

Reserves Policy

Our free reserves on the General Account at the end of 2020 amounted to £77k, which equates to more than 2.5 months of expenditure on the General Account. This is above our policy minimum of 2 months of expenditure (equivalent to £56k). At the end of 2019 our free reserves were £79k. We remain in a satisfactory position, which is monitored on a regular basis through the finance team and PCC. Our Reserves situation and policy is reviewed at each finance meeting.

In addition to the General Fund, the PCC has set aside funds to act as seed capital for a future building project, to assist with any future major maintenance work, plus a fund to support the appointment of the associate vicar, now repurposed in 2021 as the Mission and Evangelism Designated Fund. Funds are also held for specific uses as requested by donors. Details of all funds are shown in Note 12 on Page 12 of the accounts.

Guildford Diocese retains the title deeds of our staff house at 46 Hawthorn Road, purchased by the PCC some years ago. The Central Board of Finance of the Church of England hold investments under an endowment (the Thorne Bequest), the annual income from which contributes towards the maintenance of the Church building. Our surplus cash funds are held in notice accounts with FSCS-approved banks and building societies and in current accounts with CAF Bank, Barclays and Virgin Money.

Signed:-.....

Date:-

ST MARY OF BETHANY CHURCH, WOKING

FINANCIAL STATEMENTS

31 DECEMBER 2020

CHARITY REGISTRATION NUMBER: 1128813

Mount Hermon Road
Woking
Surrey GU22 7UH

ST MARY OF BETHANY CHURCH, WOKING

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS/TRUSTEES OF
ST MARY OF BETHANY CHURCH, WOKING
PAROCHIAL CHURCH COUNCIL

I report on the accounts for the year ended 31 December 2020 which are set out on pages 2 to 13.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement


My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

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

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.


Richard Edwards FCA FCCA CTA
Edwards Greene
Chartered Accountants
9 Innovation Place
Douglas Drive
Godalming
Surrey
GU7 1JX

Date: 26 March 2021

ST MARY OF BETHANY CHURCH, WOKING

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	General £	Unrestricted Funds Designated £	Revaluation £	Restricted/ Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
INCOME FROM:							
Donations and Legacies	2a, 3	327554	-	-	46628	374182	325086
Church Activities	2b	4542	-	-	-	4542	6128
Fundraising Activities	2c	3174	-	-	-	3174	15839
Investments	2d	3232	-	-	361	3593	3689
Other Sources	2e	10232	-	-	-	10232	-
TOTAL INCOME		348734	-	-	46989	395723	350742
EXPENDITURE ON:							
Grants	4a, 13	808	34037	-	30718	65563	57892
Church activities	4b	304473	14803	-	2855	322131	311277
Fundraising Activities	4c	343	-	-	-	343	2237
TOTAL EXPENDITURE		305624	48840	-	33573	388037	371406
Gain/(Loss) on Investments	6b	-	-	-	827	827	1897
NET INCOME/(EXPENDITURE)		43110	(48840)	-	14243	8513	(18767)
TRANSFERS BETWEEN FUNDS		(39806)	49073	-	(9267)	-	-
NET MOVEMENT IN FUNDS		3304	233	-	4976	8513	(18767)
RECONCILIATION OF FUNDS:							
Total Funds brought forward at 1 January 2020	12	389026	279572	104108	28721	801427	820194
Total Funds carried forward at 31 December 2020	11,12	392330	279805	104108	33697	809940	801427

ST MARY OF BETHANY CHURCH, WOKING

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Note	£	2020	£	£	2019	£
FIXED ASSETS							
Tangible fixed assets	6a	419859			414533		
Investments	6b	12866			12039		
				432725			426572
CURRENT ASSETS							
Debtors	7	4435			5765		
Investments	8	253741			253795		
Cash at bank and in hand		142249			128727		
		400425			388287		
CURRENT LIABILITIES							
Creditors - amounts falling due within one year	9	(23210)			(12432)		
NET CURRENT ASSETS				377215			375855
Creditors – amounts falling due after more than one year	10			-			(1000)
TOTAL NET ASSETS				809940			801427
PARISH FUNDS							
Unrestricted:							
General	12	392330			389026		
Designated	12	279805			279572		
Revaluation Reserve	12	104108			104108		
				776243			772706
Restricted	12			20831			16682
Endowment	12			12866			12039
TOTAL FUNDS				809940			801427

Approved by the Parochial Church Council on 8 March 2021 and signed on its behalf by:



 Vicar, Chair

The notes on pages 4 to 13 form part of these accounts.

ST MARY OF BETHANY CHURCH, WOKING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the 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 (FRS102), relevant accounting standards and charity law.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The church is a public benefit entity. There are no material uncertainties about its ability to continue and the financial statements have been prepared on a going concern basis.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available to be used for the general purposes of the PCC.

Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) 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 is carried forward as a balance on that fund.

Endowment funds represent assets received that may not be exhausted; only the income may be spent. Net investment gains and losses are recognised within the endowment fund.

Incoming Resources

(i) Donations and Legacies

Collections are recognised when received by or on behalf of the PCC.

Planned giving is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due can be measured reliably and its ultimate receipt by the PCC is probable.

Gifts in kind donated for distribution are included at valuation and recognised as part of donated income when distributed, with the equivalent amount recognised as charitable expenditure.

In accordance with the SORP, no value has been attributed to the work performed by volunteers, although their work is considered vital to the mission of the church.

(ii) Fundraising Activities

Rental income from the letting of church properties is recognised when the rental is due.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

1. ACCOUNTING POLICIES (continued)

- (iii) Investment Income
Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.
- (iv) Gains and losses on investments
Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments.

Resources expended

- (i) Expenditure is accounted for on an accruals basis, and is recorded gross.
- (ii) The share of Parochial Fees, primarily charged for weddings and funerals, payable to the Diocese is accrued and accounted for when the corresponding income is recognised.
- (iii) Grants and donations, including the proportion of donated income set aside by the PCC to be paid out to individuals and institutions for missionary purposes, are accounted for when paid over, or when there is a legal or constructive obligation to make a payment, the payment is probable, the amount can be measured reliably and there are no conditions attaching to the payment that limit its recognition.

Tangible Fixed Assets

Tangible fixed assets are recorded at cost, except as noted below.

- (i) Consecrated Property
Consecrated and beneficed property of any kind is excluded from the accounts by Section 10 of the Charities Act 2011. All expenditure on consecrated or beneficed buildings is written off as incurred.
- (ii) Movable Church Furnishings
Movable 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). For inalienable property acquired prior to 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2001 over £1,000 have been capitalised; items under £1,000 have been expensed as incurred. All expenditure on the repair of movable church furnishings is written off as incurred.
- (iii) Church Equipment and Office Equipment
Church equipment and office equipment (including computer equipment and software) over £1,000 is capitalised. Items under £1,000 are written off as incurred.
- (iv) Freehold Land and Buildings
Freehold land and buildings are revalued every 5 years to the current market value and an impairment review is carried out at each year-end in the intervening years and any resultant loss identified included in the expenditure for the year.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

Depreciation is provided at rates calculated to write off the costs as indicated below:

Freehold properties	Nil
Movable Church Furnishings	
- Acquired 2001 to 2013	Straight-line basis over individual useful economic lives
- Acquired from 2014	Reducing balance basis of 25% pa
Audio Visual Equipment	Straight-line basis over 15 years
Other Church Equipment	Reducing balance basis of 25% pa
Office Equipment	Reducing balance basis of 25% pa

Fixed Asset Investments

Fixed asset investments are recorded at market value.

Current Assets

- (i) Debtors are measured at the consideration expected to be received in their settlement or the amount paid in advance by the church for the goods or services it will receive.
- (ii) Current asset investments comprise cash deposits with a maturity of less than one year that are not held to meet short-term cash commitments as they fall due. They are recorded at their market value.
- (iii) Cash at Bank and in Hand are deposits held to meet short-term cash commitments as they fall due.

Current Liabilities

Creditors are recognised when the liability arises and are measured at the cash amount or other consideration expected to be paid in their settlement or the amount received by the church as advance payment for goods or services provided.

Concessionary Loans

Concessionary loans are initially recognised in the accounts at the amount received with the carrying amount adjusted in subsequent years to reflect repayments and any accrued interest.

Pension Costs

The PCC operates a defined contribution pension scheme for staff. The amounts charged to the Statement of Financial Activities (SOFA) in respect of pension costs are the contributions and scheme fees payable in the period. Differences between the amounts payable in the year and amounts actually paid are shown as either accruals or prepayments in the balance sheet.

Taxation

St Mary of Bethany Church is a registered charity and is thus exempt from tax on income and gains to the extent that these are applied to its charitable objects.

Irrecoverable VAT is not separately analysed and is charged to the Statement of Financial Activities when the expenditure to which it relates is incurred and is allocated as part of that expenditure.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

2. INCOME

	Unrestricted Funds		All Restricted and Endowment Funds	TOTAL FUNDS	
	General	Designated		2020	2019
	£	£	£	£	£
(a) Donations and Legacies					
Planned Giving:					
Gift Aided donations	194132	-	300	194432	187486
Other	12933	-	-	12933	17311
Other Church Giving:					
Gift Aided donations	37273	-	30763	68036	39222
Other	10138	-	4846	14984	21123
Tax Recoverable	62575	-	7766	70341	56774
Legacies	10503	-	-	10503	-
Grants	-	-	-	-	1290
Donated goods for distribution	-	-	2953	2953	1880
Total	327554	-	46628	374182	325086
(b) Church Activities					
Fees	3874	-	-	3874	4056
Youth Activities	543	-	-	543	1965
Other Activities	125	-	-	125	107
Total	4542	-	-	4542	6128
(c) Fundraising activities					
Rental income	2610	-	-	2610	15060
Other fundraising income	564	-	-	564	779
Total	3174	-	-	3174	15839
(d) Investments					
Gross bank interest	3232	-	-	3232	3339
Dividends	-	-	361	361	350
Total	3232	-	361	3593	3689
(e) Other Sources					
Coronavirus Job Ret Scheme	10083	-	-	10083	-
Other income	149	-	-	149	-
Total	10232	-	-	10232	-
TOTAL INCOME	348734	-	46989	395723	350742

3. DONATED GOODS AND SERVICES

Donated goods recognised in these accounts comprise groceries given by church members for distribution to the local foodbank.

The church benefits from the contribution of many unpaid general volunteers in all areas of church life - for example in worship (leading services), discipleship (hosting home groups), mission (serving on the Go! Team), prayer (members of the prayer ministry team), children's work (leading groups), fabric maintenance (building repairs), administration (maintaining rotas) and many more. It is impractical to place a value on this contribution and therefore it is not included in these accounts.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

4. EXPENDITURE

	Unrestricted Funds		All Restricted and Endowment Funds	TOTAL FUNDS	
	General	Designated		2020	2019
	£	£	£	£	£
(a) Grants					
Missionary and charitable giving:					
PCC Giving	-	34037	-	34037	36916
Making Mission Possible	-	-	26313	26313	14851
Donated Goods	-	-	2953	2953	1880
Other Giving	808	-	1452	2260	4245
Total Grants	808	34037	30718	65563	57892
(b) Church activities					
Staffing	170296	-	-	170296	143634
Diocese					
Diocesan Parish Share	97027	-	-	97027	95966
Diocesan fees	2447	-	-	2447	664
Total Diocese	99474	-	-	99474	96630
Building					
Depreciation of Equipment	7407	-	-	7407	7122
Maintenance and Repairs	1578	1860	268	3706	8126
Heat, light & water	3101	-	-	3101	6554
Insurance	2675	-	-	2675	2629
Cleaning	-	-	-	-	230
Professional fees	-	12534	-	12534	14850
Total Building	14761	14394	268	29423	39511
Ministries					
Childrens Ministry	1742	-	-	1742	1828
Vicar's Ministry	1197	-	-	1197	2472
Hospitality	353	-	648	1001	2296
Outreach	854	-	-	854	385
Worship Ministry	649	-	177	826	1066
Curates Ministry	798	-	-	798	334
Vicar's Discretionary Fund	-	-	725	725	2079
Youth Ministry	453	-	-	453	1741
Young Families Ministry	427	-	-	427	634
Books	211	-	-	211	58
Youth and Childrens Events	42	-	-	42	1139
Pastoral Ministry	-	-	-	-	30
Total Ministries	6726	-	1550	8276	14062

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

4. RESOURCES EXPENDED (continued)

	Unrestricted Funds		All Restricted and Endowment Funds	TOTAL FUNDS	
	General	Designated		2020	2019
	£	£	£	£	£
(b) Church activities (continued)					
Support and Other Costs					
IT Software/Consumables	4260	-	1000	5260	4728
Accountancy/Bookkeeping	2196	-	-	2196	1381
Telephone & Internet	1793	-	-	1793	1277
Communications	1033	409	37	1479	1670
Printing/Stationery/Postage	766	-	-	766	1250
Bank Charges	461	-	-	461	1115
Subscriptions	405	-	-	405	329
Equipment	250	-	-	250	1514
Flowers	229	-	-	229	706
Independent Examination	-	-	-	-	600
Sundry Expenses	1823	-	-	1823	2870
Total Support and Other Costs	13216	409	1037	14662	17440
Total Church Activities	304473	14803	2855	322131	311277
(c) Fundraising activities					
Rented House Costs	343	-	-	343	1902
Other Fundraising Activity Costs	-	-	-	-	335
Total Fundraising Activities	343	-	-	343	2237
TOTAL EXPENDITURE	305624	48840	33573	388037	371406

5. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	103155	117808
Social security costs	3049	5024
Pension costs	4087	4796
Total	110291	127628

The church operates a defined contribution Pension Scheme for its employees. All payments due in the year have been charged to unrestricted funds in the Statement of Financial Activities.

No employees received emoluments of more than £60,000 for the year (2019 None). No remuneration was paid or benefits provided to the church's key management personnel - the Vicar and other PCC members (2019 None).

The average number of staff employed during the year was 7 (2019 9), comprising 2 full time (2019 2) and 5 part time staff (2019 7), which equates to 3.8 full time equivalent posts (2019 4.5).

ST MARY OF BETHANY CHURCH, WOKING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

6. FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Office equipment £	Audio Visual Equipment £	Church equipment £	Total £
(a) Tangible fixed assets						
Cost	At 1 January 2020	350000	27467	76915	20263	474645
	Additions	-	-	9823	2910	12733
	At 31 December 2020	350000	27467	86738	23173	487378
Depreciation	At 1 January 2020	-	22286	18369	19457	60112
	Charge for the year	-	1295	5243	869	7407
	At 31 December 2020	-	23581	23612	20326	67519
Net Book Value	31 December 2020	350000	3886	63126	2847	419859
	31 December 2019	350000	5181	58546	806	414533

The freehold land and buildings comprise 46 Hawthorn Road on the Barnsbury Estate, which was valued on an open market basis in 2016 by G Arnone of Foundations. Its historical cost is £245892.

(b) Investments

	Balance 1 January 2020 £	Additions £	Withdrawals £	Gain £	Balance 31 December 2020 £
Quoted Investments:					
CBF CofE					
Investment Fund	12039	-	-	827	12866
Total	12039	-	-	827	12866

7. DEBTORS

	2020 £	2019 £
Rented house deposit	1904	1904
Accounts receivable	217	450
Income tax recoverable	1987	2889
Prepayments and accrued income	327	522
Total	4435	5765

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

8. CURRENT ASSET INVESTMENTS

Current asset investments comprise cash on deposit with maturity periods of less than one year - £84595 is available immediately (2019 £84595) and a further £169146 is available within 3 months (2019 £169200).

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2020 £	2019 £
Accruals and deferred income	8525	4084
Taxation and Social Security	2056	1775
Other creditors	11629	5573
Concessionary loan	1000	1000
Total	23210	12432

10. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	2020 £	2019 £
Concessionary loan	-	1000

An interest-free unsecured loan of £5,000 was received in 2016 to help finance the installation of a new boiler. It is repayable over five years in equal annual instalments.

11. ANALYSIS OF NET ASSETS BY FUND

	General £	Unrestricted Funds Designated £	Revaluation £	Restricted Funds £	Endowment Fund £	Total £
Tangible fixed assets	315751	-	104108	-	-	419859
Fixed asset investments	-	-	-	-	12866	12866
Current assets	91190	286585	-	22650	-	400425
Current liabilities	(14611)	(6780)	-	(1819)	-	(23210)
	392330	279805	104108	20831	12866	809940

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

12. FUND DETAILS	Balance 1 January 2020 £	Income £	Movement in Resources: Expenditure £	Transfers £	Gains/ (Losses) £	Balance 31 December 2020 £
Unrestricted Funds						
General Fund	389026	348734	(305624)	(39806)	-	392330
Designated Funds:						
Major Maintenance	2775	-	(1860)	-	-	915
Go! Team/PCC Tithe	18571	-	(34037)	32755	-	17289
Building Development	186976	-	(12943)	16318	-	190351
Associate Vicar	71250	-	-	-	-	71250
Total	279572	-	(48840)	49073	-	279805
Revaluation Reserve	104108	-	-	-	-	104108
Restricted Funds						
Vicar's Discretionary	964	1714	(725)	-	-	1953
Associated Vicar	2806	-	-	2451	-	5257
Missions	-	5052	(5052)	-	-	-
Organ Repairs	2214	-	(177)	-	-	2037
Youth Activities	239	-	-	-	-	239
Equipment	10459	11098	(1038)	(9267)	-	11252
Building Development	-	-	-	-	-	-
Thorne Bequest Income	-	361	(268)	-	-	93
St Mary's Local Mission Work	-	-	-	-	-	-
Making Mission Possible	-	28764	(26313)	(2451)	-	-
Total	16682	46989	(33573)	(9267)	-	20831
Endowment Funds						
Thorne Bequest Capital	12039	-	-	-	827	12866

Funds are held for the following purposes:

Major Maintenance Fund	To help meet the costs of any future major building repair
Go! Team/PCC Tithe Fund	To set aside funds to donate to mission partners. Donations are made every six months
Building Development	To set aside funds as seed capital for a major church building project
Associate Vicar Fund	To help fund the Associate Vicar
Vicar's Discretionary Fund	To relieve cases of hardship in the parish, at the discretion of the Vicar
Missions	To record donations given for specific mission work
Organ Repairs	To record donations given for the repair of the organ
Youth Activities	To record payments by attendees at children's and youth events, and donations towards the work of the children's and youth ministries
Equipment Fund	To record donations received towards the purchase of equipment for church use
St Mary's Local Mission Work	To record donations towards the mission work of St Mary of Bethany
Making Mission Possible	To record donations received for specific mission work as a result of the Making Mission Possible weekend in 2020
Thorne Bequest Income and Capital	The Thorne Bequest is a permanent endowment which requires income to be spent on the maintenance of the church building

Material transfers between funds were made in the year:

- from the General Fund to the Go! Team/PCC Tithe Fund totalling £32755 (2019 £30039) being a tithe of the church's unrestricted donated income
- from the Equipment Fund to the General Fund totalling £9267 (2019 £0)
- from the General Fund to the Building Development Fund £16318 (2019 £0)

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

13. GRANTS

The following list includes all institutions or individuals that received grants or gifts, with those over £1000 described:

	2020 £	2019 £
To Institutions:		
OM – for A & C Mall	9682	4610
HCR – for J & E Hargreaves	8444	7422
CMS for F and S Yanez	8338	6644
For Ann Moore, Kisiizi Hospital, Uganda	-	400
Media Matters Ministries – for B & G McLeod	7690	6974
OMF – for M & L Jeggo	6402	1749
St Michael's Church, Sheerwater	6000	1000
Engage	5944	6276
Redeemer Grace Church, Geneva	5495	7304
TEAR Fund - Mozambique	375	1352
- Indonesia Appeal	-	526
- Christmas Appeal	841	969
- Big Quiz	-	790
Local schools (books and Bibles)	-	1027
Woking Hospice	1000	-
Woking Street Angels	1000	-
Westmark Trust – for S Jaisunder	375	2260
Others – 3 institutions (2019 – 16)	1014	4827
To Individuals:		
C Brassil – for Ministry	-	1000
Leaving gift	-	520
Others – 1 individual (2019 – 1)	10	362
Total	62610	56012
Groceries donated to Woking Foodbank	2953	1880
TOTAL	65563	57892
Grants and gifts can be analysed between:		
Supporting the relief of suffering in the local community	4239	5634
Supporting the relief of suffering worldwide	841	173
Supporting Christian mission locally	13682	9203
Supporting Christian mission worldwide	46801	42882
TOTAL	65563	57892

No support costs were allocated to grant-making activities.

14. TRANSACTIONS WITH MEMBERS OF THE PCC AND OTHER RELATED PARTIES

Grants totalling £9682 (2019 £4610) were made to OM to further A Mall's work supporting Christian mission overseas. A Mall is related to PCC Member C Mall. In line with the PCC's conflict of interest provisions, C Mall did not take part in decision-making for these grants. No PCC member received any remuneration or employment benefit (2019 None). There were no PCC member expenses incurred (2019 None). The total aggregate amount of donations received from PCC members and other related parties totalled £54122 (2019 £39609) in the year.

ST MARY OF BETHANY CHURCH, WOKING

FINANCIAL STATEMENTS

31 DECEMBER 2020

CHARITY REGISTRATION NUMBER: 1128813

Mount Hermon Road
Woking
Surrey GU22 7UH

ST MARY OF BETHANY CHURCH, WOKING

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS/TRUSTEES OF
ST MARY OF BETHANY CHURCH, WOKING
PAROCHIAL CHURCH COUNCIL

I report on the accounts for the year ended 31 December 2020 which are set out on pages 2 to 13.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement


My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

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

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.


Richard Edwards FCA FCCA CTA
Edwards Greene
Chartered Accountants
9 Innovation Place
Douglas Drive
Godalming
Surrey
GU7 1JX

Date: 26 March 2021

ST MARY OF BETHANY CHURCH, WOKING

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	General £	Unrestricted Funds Designated £	Revaluation £	Restricted/ Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
INCOME FROM:							
Donations and Legacies	2a, 3	327554	-	-	46628	374182	325086
Church Activities	2b	4542	-	-	-	4542	6128
Fundraising Activities	2c	3174	-	-	-	3174	15839
Investments	2d	3232	-	-	361	3593	3689
Other Sources	2e	10232	-	-	-	10232	-
TOTAL INCOME		348734	-	-	46989	395723	350742
EXPENDITURE ON:							
Grants	4a, 13	808	34037	-	30718	65563	57892
Church activities	4b	304473	14803	-	2855	322131	311277
Fundraising Activities	4c	343	-	-	-	343	2237
TOTAL EXPENDITURE		305624	48840	-	33573	388037	371406
Gain/(Loss) on Investments	6b	-	-	-	827	827	1897
NET INCOME/(EXPENDITURE)		43110	(48840)	-	14243	8513	(18767)
TRANSFERS BETWEEN FUNDS		(39806)	49073	-	(9267)	-	-
NET MOVEMENT IN FUNDS		3304	233	-	4976	8513	(18767)
RECONCILIATION OF FUNDS:							
Total Funds brought forward at 1 January 2020	12	389026	279572	104108	28721	801427	820194
Total Funds carried forward at 31 December 2020	11,12	392330	279805	104108	33697	809940	801427

ST MARY OF BETHANY CHURCH, WOKING

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	6a	419859	414533
Investments	6b	12866	12039
		432725	426572
CURRENT ASSETS			
Debtors	7	4435	5765
Investments	8	253741	253795
Cash at bank and in hand		142249	128727
		400425	388287
CURRENT LIABILITIES			
Creditors - amounts falling due within one year	9	(23210)	(12432)
NET CURRENT ASSETS		377215	375855
Creditors – amounts falling due after more than one year	10	-	(1000)
TOTAL NET ASSETS		809940	801427
PARISH FUNDS			
Unrestricted:			
General	12	392330	389026
Designated	12	279805	279572
Revaluation Reserve	12	104108	104108
		776243	772706
Restricted	12	20831	16682
Endowment	12	12866	12039
TOTAL FUNDS		809940	801427

Approved by the Parochial Church Council on 8 March 2021 and signed on its behalf by:



 Vicar, Chair

The notes on pages 4 to 13 form part of these accounts.

ST MARY OF BETHANY CHURCH, WOKING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the 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 (FRS102), relevant accounting standards and charity law.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The church is a public benefit entity. There are no material uncertainties about its ability to continue and the financial statements have been prepared on a going concern basis.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available to be used for the general purposes of the PCC.

Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) 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 is carried forward as a balance on that fund.

Endowment funds represent assets received that may not be exhausted; only the income may be spent. Net investment gains and losses are recognised within the endowment fund.

Incoming Resources

(i) Donations and Legacies

Collections are recognised when received by or on behalf of the PCC.

Planned giving is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due can be measured reliably and its ultimate receipt by the PCC is probable.

Gifts in kind donated for distribution are included at valuation and recognised as part of donated income when distributed, with the equivalent amount recognised as charitable expenditure.

In accordance with the SORP, no value has been attributed to the work performed by volunteers, although their work is considered vital to the mission of the church.

(ii) Fundraising Activities

Rental income from the letting of church properties is recognised when the rental is due.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

1. ACCOUNTING POLICIES (continued)

- (iii) Investment Income
Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.
- (iv) Gains and losses on investments
Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments.

Resources expended

- (i) Expenditure is accounted for on an accruals basis, and is recorded gross.
- (ii) The share of Parochial Fees, primarily charged for weddings and funerals, payable to the Diocese is accrued and accounted for when the corresponding income is recognised.
- (iii) Grants and donations, including the proportion of donated income set aside by the PCC to be paid out to individuals and institutions for missionary purposes, are accounted for when paid over, or when there is a legal or constructive obligation to make a payment, the payment is probable, the amount can be measured reliably and there are no conditions attaching to the payment that limit its recognition.

Tangible Fixed Assets

Tangible fixed assets are recorded at cost, except as noted below.

- (i) Consecrated Property
Consecrated and beneficed property of any kind is excluded from the accounts by Section 10 of the Charities Act 2011. All expenditure on consecrated or beneficed buildings is written off as incurred.
- (ii) Movable Church Furnishings
Movable 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). For inalienable property acquired prior to 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2001 over £1,000 have been capitalised; items under £1,000 have been expensed as incurred. All expenditure on the repair of movable church furnishings is written off as incurred.
- (iii) Church Equipment and Office Equipment
Church equipment and office equipment (including computer equipment and software) over £1,000 is capitalised. Items under £1,000 are written off as incurred.
- (iv) Freehold Land and Buildings
Freehold land and buildings are revalued every 5 years to the current market value and an impairment review is carried out at each year-end in the intervening years and any resultant loss identified included in the expenditure for the year.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

Depreciation is provided at rates calculated to write off the costs as indicated below:

Freehold properties	Nil
Movable Church Furnishings	
- Acquired 2001 to 2013	Straight-line basis over individual useful economic lives
- Acquired from 2014	Reducing balance basis of 25% pa
Audio Visual Equipment	Straight-line basis over 15 years
Other Church Equipment	Reducing balance basis of 25% pa
Office Equipment	Reducing balance basis of 25% pa

Fixed Asset Investments

Fixed asset investments are recorded at market value.

Current Assets

- (i) Debtors are measured at the consideration expected to be received in their settlement or the amount paid in advance by the church for the goods or services it will receive.
- (ii) Current asset investments comprise cash deposits with a maturity of less than one year that are not held to meet short-term cash commitments as they fall due. They are recorded at their market value.
- (iii) Cash at Bank and in Hand are deposits held to meet short-term cash commitments as they fall due.

Current Liabilities

Creditors are recognised when the liability arises and are measured at the cash amount or other consideration expected to be paid in their settlement or the amount received by the church as advance payment for goods or services provided.

Concessionary Loans

Concessionary loans are initially recognised in the accounts at the amount received with the carrying amount adjusted in subsequent years to reflect repayments and any accrued interest.

Pension Costs

The PCC operates a defined contribution pension scheme for staff. The amounts charged to the Statement of Financial Activities (SOFA) in respect of pension costs are the contributions and scheme fees payable in the period. Differences between the amounts payable in the year and amounts actually paid are shown as either accruals or prepayments in the balance sheet.

Taxation

St Mary of Bethany Church is a registered charity and is thus exempt from tax on income and gains to the extent that these are applied to its charitable objects.

Irrecoverable VAT is not separately analysed and is charged to the Statement of Financial Activities when the expenditure to which it relates is incurred and is allocated as part of that expenditure.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

2. INCOME

	Unrestricted Funds		All Restricted and Endowment Funds	TOTAL FUNDS	
	General	Designated		2020	2019
	£	£	£	£	£
(a) Donations and Legacies					
Planned Giving:					
Gift Aided donations	194132	-	300	194432	187486
Other	12933	-	-	12933	17311
Other Church Giving:					
Gift Aided donations	37273	-	30763	68036	39222
Other	10138	-	4846	14984	21123
Tax Recoverable	62575	-	7766	70341	56774
Legacies	10503	-	-	10503	-
Grants	-	-	-	-	1290
Donated goods for distribution	-	-	2953	2953	1880
Total	327554	-	46628	374182	325086
(b) Church Activities					
Fees	3874	-	-	3874	4056
Youth Activities	543	-	-	543	1965
Other Activities	125	-	-	125	107
Total	4542	-	-	4542	6128
(c) Fundraising activities					
Rental income	2610	-	-	2610	15060
Other fundraising income	564	-	-	564	779
Total	3174	-	-	3174	15839
(d) Investments					
Gross bank interest	3232	-	-	3232	3339
Dividends	-	-	361	361	350
Total	3232	-	361	3593	3689
(e) Other Sources					
Coronavirus Job Ret Scheme	10083	-	-	10083	-
Other income	149	-	-	149	-
Total	10232	-	-	10232	-
TOTAL INCOME	348734	-	46989	395723	350742

3. DONATED GOODS AND SERVICES

Donated goods recognised in these accounts comprise groceries given by church members for distribution to the local foodbank.

The church benefits from the contribution of many unpaid general volunteers in all areas of church life - for example in worship (leading services), discipleship (hosting home groups), mission (serving on the Go! Team), prayer (members of the prayer ministry team), children's work (leading groups), fabric maintenance (building repairs), administration (maintaining rotas) and many more. It is impractical to place a value on this contribution and therefore it is not included in these accounts.

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

4. EXPENDITURE

	Unrestricted Funds		All Restricted and Endowment Funds	TOTAL FUNDS	
	General	Designated		2020	2019
	£	£	£	£	£
(a) Grants					
Missionary and charitable giving:					
PCC Giving	-	34037	-	34037	36916
Making Mission Possible	-	-	26313	26313	14851
Donated Goods	-	-	2953	2953	1880
Other Giving	808	-	1452	2260	4245
Total Grants	808	34037	30718	65563	57892
(b) Church activities					
Staffing	170296	-	-	170296	143634
Diocese					
Diocesan Parish Share	97027	-	-	97027	95966
Diocesan fees	2447	-	-	2447	664
Total Diocese	99474	-	-	99474	96630
Building					
Depreciation of Equipment	7407	-	-	7407	7122
Maintenance and Repairs	1578	1860	268	3706	8126
Heat, light & water	3101	-	-	3101	6554
Insurance	2675	-	-	2675	2629
Cleaning	-	-	-	-	230
Professional fees	-	12534	-	12534	14850
Total Building	14761	14394	268	29423	39511
Ministries					
Childrens Ministry	1742	-	-	1742	1828
Vicar's Ministry	1197	-	-	1197	2472
Hospitality	353	-	648	1001	2296
Outreach	854	-	-	854	385
Worship Ministry	649	-	177	826	1066
Curates Ministry	798	-	-	798	334
Vicar's Discretionary Fund	-	-	725	725	2079
Youth Ministry	453	-	-	453	1741
Young Families Ministry	427	-	-	427	634
Books	211	-	-	211	58
Youth and Childrens Events	42	-	-	42	1139
Pastoral Ministry	-	-	-	-	30
Total Ministries	6726	-	1550	8276	14062

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

4. RESOURCES EXPENDED (continued)

	Unrestricted Funds		All Restricted and Endowment Funds	TOTAL FUNDS	
	General	Designated		2020	2019
	£	£	£	£	£
(b) Church activities (continued)					
Support and Other Costs					
IT Software/Consumables	4260	-	1000	5260	4728
Accountancy/Bookkeeping	2196	-	-	2196	1381
Telephone & Internet	1793	-	-	1793	1277
Communications	1033	409	37	1479	1670
Printing/Stationery/Postage	766	-	-	766	1250
Bank Charges	461	-	-	461	1115
Subscriptions	405	-	-	405	329
Equipment	250	-	-	250	1514
Flowers	229	-	-	229	706
Independent Examination	-	-	-	-	600
Sundry Expenses	1823	-	-	1823	2870
Total Support and Other Costs	13216	409	1037	14662	17440
Total Church Activities	304473	14803	2855	322131	311277
(c) Fundraising activities					
Rented House Costs	343	-	-	343	1902
Other Fundraising Activity Costs	-	-	-	-	335
Total Fundraising Activities	343	-	-	343	2237
TOTAL EXPENDITURE	305624	48840	33573	388037	371406

5. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	103155	117808
Social security costs	3049	5024
Pension costs	4087	4796
Total	110291	127628

The church operates a defined contribution Pension Scheme for its employees. All payments due in the year have been charged to unrestricted funds in the Statement of Financial Activities.

No employees received emoluments of more than £60,000 for the year (2019 None). No remuneration was paid or benefits provided to the church's key management personnel - the Vicar and other PCC members (2019 None).

The average number of staff employed during the year was 7 (2019 9), comprising 2 full time (2019 2) and 5 part time staff (2019 7), which equates to 3.8 full time equivalent posts (2019 4.5).

ST MARY OF BETHANY CHURCH, WOKING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

6. FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Office equipment £	Audio Visual Equipment £	Church equipment £	Total £
(a) Tangible fixed assets						
Cost	At 1 January 2020	350000	27467	76915	20263	474645
	Additions	-	-	9823	2910	12733
	At 31 December 2020	350000	27467	86738	23173	487378
Depreciation	At 1 January 2020	-	22286	18369	19457	60112
	Charge for the year	-	1295	5243	869	7407
	At 31 December 2020	-	23581	23612	20326	67519
Net Book Value	31 December 2020	350000	3886	63126	2847	419859
	31 December 2019	350000	5181	58546	806	414533

The freehold land and buildings comprise 46 Hawthorn Road on the Barnsbury Estate, which was valued on an open market basis in 2016 by G Arnone of Foundations. Its historical cost is £245892.

(b) Investments

	Balance 1 January 2020 £	Additions £	Withdrawals £	Gain £	Balance 31 December 2020 £
Quoted Investments:					
CBF CofE					
Investment Fund	12039	-	-	827	12866
Total	12039	-	-	827	12866

7. DEBTORS

	2020 £	2019 £
Rented house deposit	1904	1904
Accounts receivable	217	450
Income tax recoverable	1987	2889
Prepayments and accrued income	327	522
Total	4435	5765

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

8. CURRENT ASSET INVESTMENTS

Current asset investments comprise cash on deposit with maturity periods of less than one year - £84595 is available immediately (2019 £84595) and a further £169146 is available within 3 months (2019 £169200).

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2020 £	2019 £
Accruals and deferred income	8525	4084
Taxation and Social Security	2056	1775
Other creditors	11629	5573
Concessionary loan	1000	1000
Total	23210	12432

10. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	2020 £	2019 £
Concessionary loan	-	1000

An interest-free unsecured loan of £5,000 was received in 2016 to help finance the installation of a new boiler. It is repayable over five years in equal annual instalments.

11. ANALYSIS OF NET ASSETS BY FUND

	General £	Unrestricted Funds Designated £	Revaluation £	Restricted Funds £	Endowment Fund £	Total £
Tangible fixed assets	315751	-	104108	-	-	419859
Fixed asset investments	-	-	-	-	12866	12866
Current assets	91190	286585	-	22650	-	400425
Current liabilities	(14611)	(6780)	-	(1819)	-	(23210)
	392330	279805	104108	20831	12866	809940

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

12. FUND DETAILS	Balance 1 January 2020 £	Income £	Movement in Resources: Expenditure £	Transfers £	Gains/ (Losses) £	Balance 31 December 2020 £
Unrestricted Funds						
General Fund	389026	348734	(305624)	(39806)	-	392330
Designated Funds:						
Major Maintenance	2775	-	(1860)	-	-	915
Go! Team/PCC Tithe	18571	-	(34037)	32755	-	17289
Building Development	186976	-	(12943)	16318	-	190351
Associate Vicar	71250	-	-	-	-	71250
Total	279572	-	(48840)	49073	-	279805
Revaluation Reserve	104108	-	-	-	-	104108
Restricted Funds						
Vicar's Discretionary	964	1714	(725)	-	-	1953
Associated Vicar	2806	-	-	2451	-	5257
Missions	-	5052	(5052)	-	-	-
Organ Repairs	2214	-	(177)	-	-	2037
Youth Activities	239	-	-	-	-	239
Equipment	10459	11098	(1038)	(9267)	-	11252
Building Development	-	-	-	-	-	-
Thorne Bequest Income	-	361	(268)	-	-	93
St Mary's Local Mission Work	-	-	-	-	-	-
Making Mission Possible	-	28764	(26313)	(2451)	-	-
Total	16682	46989	(33573)	(9267)	-	20831
Endowment Funds						
Thorne Bequest Capital	12039	-	-	-	827	12866

Funds are held for the following purposes:

Major Maintenance Fund	To help meet the costs of any future major building repair
Go! Team/PCC Tithe Fund	To set aside funds to donate to mission partners. Donations are made every six months
Building Development	To set aside funds as seed capital for a major church building project
Associate Vicar Fund	To help fund the Associate Vicar
Vicar's Discretionary Fund	To relieve cases of hardship in the parish, at the discretion of the Vicar
Missions	To record donations given for specific mission work
Organ Repairs	To record donations given for the repair of the organ
Youth Activities	To record payments by attendees at children's and youth events, and donations towards the work of the children's and youth ministries
Equipment Fund	To record donations received towards the purchase of equipment for church use
St Mary's Local Mission Work	To record donations towards the mission work of St Mary of Bethany
Making Mission Possible	To record donations received for specific mission work as a result of the Making Mission Possible weekend in 2020
Thorne Bequest Income and Capital	The Thorne Bequest is a permanent endowment which requires income to be spent on the maintenance of the church building

Material transfers between funds were made in the year:

- from the General Fund to the Go! Team/PCC Tithe Fund totalling £32755 (2019 £30039) being a tithe of the church's unrestricted donated income
- from the Equipment Fund to the General Fund totalling £9267 (2019 £0)
- from the General Fund to the Building Development Fund £16318 (2019 £0)

ST MARY OF BETHANY CHURCH, WOKING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

(continued)

13. GRANTS

The following list includes all institutions or individuals that received grants or gifts, with those over £1000 described:

	2020 £	2019 £
To Institutions:		
OM – for A & C Mall	9682	4610
HCR – for J & E Hargreaves	8444	7422
CMS for F and S Yanez	8338	6644
For Ann Moore, Kisiizi Hospital, Uganda	-	400
Media Matters Ministries – for B & G McLeod	7690	6974
OMF – for M & L Jeggo	6402	1749
St Michael's Church, Sheerwater	6000	1000
Engage	5944	6276
Redeemer Grace Church, Geneva	5495	7304
TEAR Fund - Mozambique	375	1352
- Indonesia Appeal	-	526
- Christmas Appeal	841	969
- Big Quiz	-	790
Local schools (books and Bibles)	-	1027
Woking Hospice	1000	-
Woking Street Angels	1000	-
Westmark Trust – for S Jaisunder	375	2260
Others – 3 institutions (2019 – 16)	1014	4827
To Individuals:		
C Brassil – for Ministry	-	1000
Leaving gift	-	520
Others – 1 individual (2019 – 1)	10	362
Total	62610	56012
Groceries donated to Woking Foodbank	2953	1880
TOTAL	65563	57892
Grants and gifts can be analysed between:		
Supporting the relief of suffering in the local community	4239	5634
Supporting the relief of suffering worldwide	841	173
Supporting Christian mission locally	13682	9203
Supporting Christian mission worldwide	46801	42882
TOTAL	65563	57892

No support costs were allocated to grant-making activities.

14. TRANSACTIONS WITH MEMBERS OF THE PCC AND OTHER RELATED PARTIES

Grants totalling £9682 (2019 £4610) were made to OM to further A Mall's work supporting Christian mission overseas. A Mall is related to PCC Member C Mall. In line with the PCC's conflict of interest provisions, C Mall did not take part in decision-making for these grants. No PCC member received any remuneration or employment benefit (2019 None). There were no PCC member expenses incurred (2019 None). The total aggregate amount of donations received from PCC members and other related parties totalled £54122 (2019 £39609) in the year.