

ST LAWRENCE CHOBHAM WITH ST SAVIOUR VALLEY END

Here to Celebrate, Worship and Serve



Agenda for the Annual Parochial Church Meetings

**Saturday 24 April 2021
Via Zoom at 4 p.m.**

together with

Minutes of the 2020 Meetings

**Annual Report for the Year Ended
31 December 2020**

and

**Unaudited Financial Statements
for the Year Ended 31 December 2020**

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ADMINISTRATIVE INFORMATION

St Lawrence Church, and its sister Church St Saviour, Valley End, are situated in Chobham. They are a part of the Diocese of Guildford within the Church of England. The correspondence address is:

The Vicarage, Bagshot Road, Chobham, Surrey, GU24 8BY. The Parochial Church Council (PCC) is registered with the Charity Commission, registration number 1128846.

PCC members who have served from 1 January 2020 until the date this report was prepared are:

Ex-officio Members

Incumbent:	The Revd Dan Stork Banks
Honorary Asst. Priest	The Revd Chris Bedford
Churchwardens:	Mrs Jackie Westcott (until 7.10.20)
	Mr Paul Biddle
	Mr Geoff Barham (from 7.10.20)
Deputy Churchwardens:	Mrs Elizabeth Cook
	Mrs Marian Stewart (from 7.10.20)
Children and Families Worker:	Mrs Carina Franklin (resigned 31.8.20)
Safeguarding Officer:	Mrs Charlotte Brehaut (resigned 31.3.20)
	Mrs Marian Stewart (from 1.4.20)

Representatives on the Deanery Synod

Mrs Gill Balister
Mrs Linda Scrivener
Mrs Lavinia Sealy (from 7.10.20)

Elected Members

Mr Philip Baillie
Miss Sallie Buchanan (from 7.10.20 – filling a casual vacancy of one year)
Mr Christopher Delacombe
Mrs Lucy Delacombe (until 7.10.20)
Mrs Jacqui Evans (until 10.03.21)
Mr Alexander Green (until 29.1.20)
Mr Hugh Holland (until 7.10.20)
Dr Graham Hughes
Mrs Rose Kenmuir
Mrs Catherine Money
Mrs Gillian Randall
Mr Paul Reed
Mrs Lavinia Sealy
Mrs Marian Stewart (from 7.10.20)

Treasurer Secretary

Mrs Karen Wallbridge Goodman
Mrs Mary Kearney (until March 2020)
Mrs Jacqui Westcott (from March-Sept 2020)
Mrs Carole Timms (from 7.10.20)

OTHER POSITIONS HELD

Pastoral Assistants

Mrs Laura Chatwin
Mrs Brenda Fash
Mrs Linda Scrivener
Mrs Ann Stapleton
Mrs Jenny Stratford

**Co-opted Members of
Sub-Committees**

Social Committee:

Mrs Doreen Barlow, Mrs Angela Clark,
Mrs Camille Downes,
Mrs Angela Grievson, Mrs Jean Hughes,
Mrs Rose Kenmuir, Mrs Jenny Stratford,
Mrs Carole Timms, Mrs Jackie Westcott

Finance Committee:

Mr Hugh Holland, Lady Smiley

Fabric Committee:

Lady Smiley, Mr John Timms,

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is 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.

Risk Management

The PCC have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

The PCC has the responsibility of working together with the incumbent, The Reverend Dan Stork Banks, in ministering the worship, pastoral, teaching and community activities of our two churches and their congregations: St Lawrence Chobham and St Saviour Valley End.

ACHIEVEMENTS AND PERFORMANCE

Electoral Roll

(Applications to be included on the Electoral Roll may be submitted up to and including Saturday 10 April 2021. The information needed to complete the following paragraph is therefore not yet available and will be presented at the APCM to be held on 24 April 2021.)

At the APCM held last year on 7 October 2020, there were 122 names on the Roll. Since that date, new names have been added and have been removed. have moved away and sadly, have passed away. The current total on the Roll is therefore of that number, live outside the parish.

Vicar's Annual Report

Around March last year, harbinger reports from Italian hospitals revealed the grim severity of what we still vainly hoped our Island nation might avoid, only four months into my tenure. I took a call from a friend working within the inner circle of senior commanders who were emergency planning for the crisis to hit our shores. At the end of that call I literally fell to the floor in prayer, momentarily overcome by the severity of what I was told was certainly about to overwhelm our country, ravage our national infrastructure, bring our denomination to its knees in prayer, mercilessly kill on a vast scale, impoverish millions and sweep through our own village - all on my watch. Our parish was disorientated with a new vicar whom you did not yet know, and was still bruised from painful losses which had taken place before my arrival. To be honest, I questioned whether we were prepared to face the immensity of what was before us. I was wrong, you were.

The church does not train clergy for times like these, but having worked in emergency management all my life, I knew from experience that at a minimum, I needed a team around me who I could trust with the burden of the responsibility ahead - they had to be mature Christians and mature leaders. We first created a Standing Committee (recruiting Linda Scrivener and Gill Ballister) so that decisions could be made faster in a dynamic environment where safety legislation changed almost weekly. A new warden was enlisted (Marian Stewart) with experience in Safeguarding and GDPR (and later Zoom). The team was joined by Robin Castle to take over videography from my wife Mel when home schooling demands increased. Carole Timms returned as your parish secretary. Joe, our musical director, found himself producing choral music online as well as matching music to video. During this year, leaders from St. Saviour's Church never once complained but remained loyal and supportive when difficult decisions were made, not to mention steadfast in their commitment to remain open when the easy thing to do was to close and join the St. Lawrence congregation. In doing so, they considerably eased social distancing pressure on the St. Lawrence congregation. The St. Saviour's team were always willing to adjust and contribute helpful advice with every new dilemma that needed solving, despite not being the primary decision makers in the parish. It takes a deep level of humility and love for God to work under such pressure.

It was not perfect sailing by any stretch of the imagination, emergencies never are, but heroes are not archetypes of perfection, they are ordinary people forced to accomplish the extraordinary when the moment asks them for it. There are heroes in this parish, I have watched them work on your behalf, and have benefited from their professionalism, grace and loyalty throughout. In fact, so many of you in the parish behaved in the way Christians are expected to. There is nothing better when the chips are down than to receive a letter from a congregant just letting you know that they are praying for you and love you. The Spirit of God often drops it in your inbox at just the right time. I realise it can be very hard being on the outside when crucial decisions are made which effect the parish you love. This is why our team have always tried to respond to heartfelt questions in the most transparent way, explaining our decisions and remaining open to wiser alternatives. This is why Carole has provided minutes from our Standing Committee to the PCC. Sadly, we live in a society where bullying, betrayal, and spitefulness have become acceptable behaviour. There is nothing heroic in this, it is a coward's sin to pull others down during a crisis, rather than build them up. The way of the pilgrim is an on-going expression of love and hope, prayer and joy, peace-making and patience, indomitability and self control. My faith has been continually replenished throughout this year, every time I have witnessed these virtues emanating so naturally from so many of you. During the darkest times, the light of your faith has shone forth. Your passion to worship together, to hear God's word proclaimed, pray as a family, and eat and drink the risen Christ, even meet over Zoom, will be celebrated as example of faith in our village by generations of Christians to come. I know that I speak for the parish team, that your spirituality, loving support and prayer have saved lives in our community.

Looking back after twelve months, our parish has been in the epicentre of the outbreak with a congregation primarily made up of the most vulnerable categories to this horrid virus. Despite this, we have, for the most part, remained open and not a single person has died nor even contracted the virus from our two premises. To God be glory and please thank your servants from both churches.

To support the work of your leaders mentioned above, I realised early on that this year required us to cultivate enough internal spiritual durability to carry us through and push us into the future. My mantra was, *"if we can't grow outward, then let's grow inward."* We began recording morning and evening prayer in which many people joined. As work increased it could not continue on line, but many of you have continued it privately. We have deepened our knowledge of God's word through the Ezekiel bible study (a story of God's people during a national crisis). Our Lent course has cultivated new ground for spiritual direction and contemplative prayer in the parish with Matt Hill, our guest speaker, offering lessons on embodiment and faith.

There have also been extraordinary acts of generosity. The unsung acts of mercy every day, to the big and bold ones such as the raising over £23,000 for St. Lawrence Church of England Primary School.

So what next? I am a governor at both schools and need to give them the attention they deserve from me, which I have not yet been able to give them so far. We must get on top of the parish administration to create the firm foundation upon which mission can be built. Weddings and baptisms that have been put on hold for one or two years, now need administering. The finances of Chobham need attention, our bricks and mortar are in good shape, but the life and work of the church is not, so this is where donations are needed now. God calls each and every one of us to contribute to the life of the church as we are able because it is ground zero of His presence, vital to the salvation of our neighbours and ministry to the community. A stewardship campaign will be planned at an appropriate time.

Work with children and young people is a priority, including restarting the Mother and Toddler group plus the youth provision Mel and I had started back in January that showed so much potential. Furnishing our young people with a robust theology, a life-long love for Christ, a passion for worship, and a church family to be part of, must consume the prayers of us all. We have also been working

on making every Sunday morning a more welcoming place for families with young children to become part of.

I am a passionate evangelist and there is much work to be done, but I can't do it alone. We have been equipping ourselves as church all year, so I encourage those of you who have taken this journey, to use these new tools. Don't wait until you feel ready, you have them now and God will use them I promise. Finally, although we may not have the money or the volunteers available to do everything we feel needs to be done, with so much isolation this year and next, building a community that is loving and inviting, hospitable and fun, not to mention supernatural, will be a vital part of God's work in the parish in the months ahead. God does not need open wallets, he needs open hearts and open doors, and we have that in abundance in our parish. This is a great place to be.

For my own failings, I ask your forgiveness, and request your ongoing prayers for my ministry, and that of Rev. Chris Bedford, for the coming year.

Revd Dan Stork Banks

FINANCIAL REVIEW

Finance Report for the Year Ended 31 December 2020

Thank you for supporting St Lawrence and St Saviour, and giving your time and money in 2020. We are entirely dependent on you for the funding to pay the everyday bills. We receive funds from the St Lawrence Heritage Trust to help with the cost of works to the fabric of the buildings and in 2020 they donated £3k towards the cost of a new boiler and a repair to the roof.

Regular giving, unrestricted donations and rental income less general expenditure resulted in a loss for the year of £31k. To help offset the loss, investments valued at £12k were sold during the year.

Covid impacted envelope and plate giving, but of concern is the fall in regular giving of 10% or £6k when comparing 2020 with 2019. When regular giving is compared to 2018 it has fallen by 21% or £14k. The reasons for this trend need to be identified and action taken to address this downward spiral.

Regular giving by setting up a standing order is the most efficient way to give. If you are a UK taxpayer, we can reclaim tax on all donations we receive from you, for every £100 you give we can reclaim another £25 at no cost to you. It makes a huge difference if we know that your pledges will cover our budgeted expenditure, as it enables us to push ahead with our investment in ministry. All we need from you is a completed gift aid declaration which are available from the Treasurer. Your giving is confidential, the only people who have access to the information are the Treasurer and our Independent Examiner.

The largest cost remains parish share at £88k (60%). From this the Diocese provides central support services, pays clergy stipends, funds the provision of clergy accommodation and meets the costs of curates in training posts across the Diocese.

The loss for year would have been significantly worse by £11k had the three employed members of staff not left the church during 2020.

CCLA investments held up well during the year showing an unrealised gain of £23k at the end of the year. Thank you to everyone who helps with the finances, the counters, the church wardens, the finance committee and Ian Taylor.

Karen Wallbridge, Treasurer

ANNUAL, VESTRY AND PAROCHIAL CHURCH MEETINGS

24 April 2021 via 'Zoom'

AGENDA

1 ANNUAL VESTRY MEETING

At which anyone resident in the Parish may speak and vote.

- 1.1 Prayers
- 1.2 Appointment of Clerk for the Meeting
- 1.3 Apologies
- 1.4 Minutes of the 2020 Meeting
- 1.5 Matters arising
- 1.6 Election of two Churchwardens

Nominations may be taken at the meeting, but it would be helpful if nominations, with signatures of proposer, seconder and candidate, could be in the Chairman's hands by 12 noon on Friday 23 April 2021 so that voting papers can be prepared if needed.

2 ANNUAL PAROCHIAL CHURCH MEETING

At which those on the Church Electoral Roll may speak and vote.

- 2.1 Prayers
- 2.2 Appointment of Clerk for the Meeting
- 2.3 Apologies
- 2.4 Minutes of the 2020 Meeting
- 2.5 Matters arising
- 2.6 Elections
 - 2.6.1 *Election to the Parochial Church Council of four members to serve for three years*
 - 2.6.3 *Election to the Parochial Church Council of one member to fill a casual vacancy of one year*
- 2.7 Annual Report
- 2.8 Additional Reports (which give a picture of our community life during 2020)
- 2.9 Any other business
 - It would be helpful if matters to be raised were notified to the Chairman in advance of the meeting, so that the appropriate person can give a full response.*
- 2.10 Appointment of Independent Financial Examiner

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETINGS – 7 OCTOBER 2020

VENUE: The Meeting was held via Zoom **DATE:** 7 October 2020

CHAIRMAN: The Reverend Dan Stork Banks **CLERK FOR THE MEETINGS:** Carole Timms

Before starting the meeting proper, Revd Dan thanked Paul Deach, who was acting as meeting facilitator in order to ensure that things went smoothly. PD then went through a few basic, instructive steps to familiarise everyone with the Zoom technology.

The Chairman then formally opened the proceedings with prayers and welcomed everyone to the meeting. He said that a new edition of the *Church Representation Rules* had been published in 2020 and thanked Jackie Westcott and Carole Timms for working through it in order to ensure that we were fulfilling our legal commitments and observing the guide lines.

He went on to say that the Annual Vestry Meeting and the Annual Parochial Church Meetings were two separate legal identities: at the Annual Vestry Meeting anyone resident in Chobham and on the Borough of Surrey Heath's Register of Electors, is entitled to vote in the matter of appointing Churchwardens, whilst only those on the church's Electoral Roll are allowed to vote at the Annual Parochial Church Meeting.

(On a personal note said he and his family had received notification that their recent tests for the Corona Virus had been returned negative, but added that he and Mel were still concerned about the children who were still quite ill, despite the 'all clear' notice they had received.)

1. ANNUAL VESTRY MEETING

1.1 Prayers

The meeting opened with prayers.

1.2 Appointment of Clerk for the Meetings

Carole Timms was appointed as Clerk for the meeting.

1.3 Apologies

Apologies had been received from: The Revd Chris Bedford and Rose Kenmuir. The meeting was asked to keep them both in their prayers.

There were 33 people present.

1.4 Minutes of the Annual Vestry Meeting held on 28 April 2019

The Motion that the above Minutes be accepted was proposed by Gill Randall, seconded by Gill Balister and approved by all present.

1.5 Matters Arising

There were no matters arising.

1.6 Election of Two Churchwardens

The Chairman gave a heartfelt 'thank you' to Jackie Westcott, stepping down from her role as Senior Churchwarden. It had been, he said, a challenging role: she had, with help, managed the Interregnum, had worked in a state of national emergency, and taken on the task of 'breaking in' a new Vicar! She leaves her post, he said, with our prayers and blessings. As a token of the very great esteem in which she is held by the parish, and in recognition of the time and commitment she had brought to her role, she was presented with a lemon tree. In response Jackie thanked Revd Dan for his kind words, and also thanked those in the parish who had worked with her throughout her tenure and through difficult times, particularly Paul Reed and Paul Biddle. She added that she was hoping to enjoy some 'downtime'!!

The following nominations were formally proposed and unanimously accepted:

NOMINEE
Paul Biddle
Geoffrey Barham

PROPOSED BY
Catherine Money
Paul Reed

SECONDED BY
Lucy Delacombe
Gill Randall

The Chairman thanked them both for their willingness to take on the role, and said how much he was looking forward to working with them both during the coming year.

2. ANNUAL PAROCHIAL CHURCH MEETING

2.1 Prayers

The Chairman opened the meeting with prayers.

2.2 Appointment of Clerk for the Meeting

As in Item 1.2

2.3 Apologies

As in Item 1.3

2.4 Minutes of the Annual Parochial Church Meeting held 28 April 2019

The motion that the above minutes be accepted was proposed by Lavinia Sealy, seconded by Jackie Westcott and approved by all present.

2.5 Matters Arising

Lucy Delacombe, who was standing down after completing two years of a three year term, was thanked for her dedicated service to the PCC throughout that time. LD in return gave her thanks to the Chairman.

2.6 Elections

2.6.1 Election to the Deanery Synod of three representatives to serve for three years

The number of parish representatives on the Deanery Synod is determined by the number on the Electoral Roll. The following nominations were formally proposed and unanimously accepted:

NAME	PROPOSED BY	SECONDED BY
Gill Balister	John Timms	John Parry
Linda Scrivener	Marian Stewart	Trevor Jones
Lavinia Sealy	Frances Glanusk	Paul Biddle

The Chairman said he hoped to have regular meetings with our Deanery Synod representatives in order to ensure that the parish made a good contribution to, and worked in harmony with, the Deanery Synod.

2.6.2 Parochial Church Council

Anyone elected to the PCC serves for an initial period of three years. They may if they wish, and are invited, serve for a further three years, but after two terms a person is obliged to stand down for at least one year. There were currently five vacancies, four for terms of three years and one casual vacancy (caused by the resignation of Lucy Delacombe) for one year.

The following nominations were formally proposed and unanimously accepted:

Completing one term of three years and standing for a second term:

NAME	PROPOSED BY	SECONDED BY
Christopher Delacombe	Mary Hedgecoe	Lucy Delacombe
Catherine Money	Carole Timms	Marian Stewart

Standing for a first term:

NAME	PROPOSED BY	SECONDED BY
Elizabeth Cook	Gillian Randall	Jill Hill
Marian Stewart	Catherine Money	Linda Scrivener

Filling a casual vacancy of one year

NAME	PROPOSED BY	SECONDED BY
Sallie Buchanan	Gillian Randall	Peter Hall-Dickerson

The above-named were unanimously declared elected and thanked for their willingness to serve. The Chairman added that he was looking forward to working with the PCC and to an exciting and challenging future.

2.7 The Annual Report

2.7.1 Electoral Roll

On 4 October when the Church's new Electoral Roll was closed prior to this APCM, there were 122 names on the Roll. Of that number, 32 live outside the parish.

At the APCM held last year on 28th April 2019, there were 118 names on the Roll. Since that date, ten new names have been added, sadly, three people have died and three people have moved away. The current total on the Roll is therefore 122.

2.7.2 Financial Review

The Treasurer, Karen Goodman, offered to take any questions on the Unaudited Financial Statements of the year ended 31 December 2019. There were no questions. Paul Biddle, concerned that people might wonder why Expenditure had dropped in 2019 compared with the previous year, assured the meeting that the parish was in a position to release Reserves in order to pay for vital repairs when necessary. KG advised the meeting that £30,000 had been set aside to meet any costs arising from the 2019 Quinquennial Inspection.

2.8 Additional Reports

There were no comments

2.9 Any Other Business

Richard Smithson asked whether the system of having two Churchwardens and two 'trainee wardens' was still in place. The Chairman replied that the elected Wardens were Wardens for the whole geographical parish, whereas 'trainee' wardens were elected by the PCC and were not official appointments under the Church Representation Rules and served only the church community.

The Chairman went on to say that the past year had been an exciting year: becoming Vicar of St Lawrence Chobham with St Saviour Valley End had, despite the many challenges, been a huge honour and responsibility and a great delight. A number of changes had taken place since the previous APCM held in April 2019 and, sadly, some greatly loved and key members of our church had been lost to us: Margaret Parry, who had looked after and managed the St Lawrence Club for many years, thereby ensuring that many of the older members of our village enjoyed the company of friends on a regular basis and outings to various beauty spots. She was a driving force behind the Chobham Festival, one of our representatives on the Deanery Synod, and a valued member of the choir; Sandra Bedford, who quietly took responsibility for so much of the day to day management of our churches, lead the Flower Rota, was a leading member of the choir and Treasurer for the St Lawrence Club, as well as being Chairman of the Woking Music Festival; Henry Stapleton, who had served as a Churchwarden, and had, assisted by Heather Unwin, also a churchwarden, managed the affairs of our churches during a particularly long Interregnum before the arrival of the Revd Andrew Body, and as a Governor of St Lawrence School. Other valued members of our congregation had also passed away and their families continue to need our prayers.

Church Representation Rules

With the issue of a book entitled *Church Representation Rules 2020*, the rules and regulations governing the management of a parish had been set out more clearly. Nevertheless, since taking office in November 2019, the Chairman said that he had met many challenges. There had been many staff changes: we had benefitted from their services and their help was greatly missed. A third PCC Secretary was now in place. There was, he said, a lot of work to do to put us in the right place but with God's blessing we can demonstrate Christ's love and presence in the parish.

He added that during the year we will be looking at *Transforming Church Transforming Lives* and with the new PCC in place we will seize the challenge and move forward purposefully to do God's work.

2.9 Appointment of Financial Adviser

The Chairman thanked Ian Taylor for his work as Independent Financial Examiner on the 2019 Accounts and advised the meeting that Ian had generously offered his services for a further year – which would be his final year. Therefore the Motion that **“The APCM appoints Ian Taylor as Independent Examiner of the Financial Statements of the Parochial Church Council for the Year Ending 31 December 2020”** was proposed by Karen Goodman seconded by Paul Biddle and approved by all present.

With great regret the Chairman advised that Karen would be stepping down in December 2020.

The meeting closed with the Grace.

On behalf of those present Catherine Money, thanked Paul (Deach) for steering us so ably through the Zoom meeting.

ADDITIONAL REPORTS

CHOBHAM FESTIVAL

It was a sad decision indeed to cancel Chobham Festival 2020. As part of the programme we were planning to put on classical concerts, one featuring a guitar quartet and the second a small orchestra with Mozart's Concerto for Flute and Harp as the centrepiece. Also lined up was the Panama Café Orchestra for an evening of jazz and a Songs from the Shows Event. We also had to postpone plans for a first ever standalone mini junior festival, which would have taken place in February 2021. We intend to still present all these events, some in 2021 and others in future years. I would particularly like to thank all the committee past and present for their support, with special thanks to Martin Scovell who retired as treasurer in March 2020 after many years of service. As always, we would encourage people to visit our website, www.festival.chobham.org and sign up to receive our emails for updates about Festival plans.

Jennifer Britt Searle, Chair - Chobham Festival

CHOBHAM TOWER

We have approximately ten members of the tower and are always looking for new people who would like to learn the art of bell ringing.

In January the Chertsey District social evening was a beetle drive and quiz evening held at Old Woking, where we entered two teams. We then had a fish and chip supper. This was the fifth time we have had a district quiz evening.

Then in March Covid 19 struck which stopped ringing across the country. The biggest problem is the two metre distancing as most bell ropes come down in the tower only a few feet apart. Let us hope that in 2021 things will improve.

We have managed to keep up some of our ringing skills by meeting every Monday evening on Zoom. During lockdown a computer programme called 'Ringing Room' has been developed which allows ringers to ring virtually from home on their computers and tablets. We have a virtual social get together on a Monday night with other tower members and we also try ringing methods on 'Ringing Room'.

We have also attended district meetings on Zoom and rung methods on 'Ringing Room' with ringers from other towers.

I would like to thank all our ringers for their support during this difficult year and hope that we can start ringing again in the tower later this year.

Chris Hill, Tower Captain

CHURCHWARDENS

A Year Like No Other

When Jackie handed the baton to me there was no thought on what challenges 2020 would throw at us. Dan and family had only moved into the Vicarage some weeks before Christmas 2019 with us all looking forward to his first full year of ministry in Chobham and Valley End.

Covid-19 appeared in force in February, followed by lockdowns and Dan setting up Video services from the two churches and his Vicarage. We held a memorable Midnight Mass outside at St. Lawrence followed by a Christmas Day service also outside, at St. Saviour. Worship continued with services resumed back in the church in the autumn on a restricted basis. This period is providing the opportunity for us to unite and support our community.

Early in the year we said goodbye to our Parish Administrator, Charlotte Brehaut and Carina Franklin, our Children and Families Worker. We thank them both for the commitment and contribution they made to our church and wish them well in their new careers. Once singing was restricted, Joe

Adams, our Director of Music, decided to concentrate on his new responsibilities at Weydon School in Farnham – we hope he will re-join us once music and singing return, bringing much joy back to our services. We welcomed Marian Stewart to our Wardens' Team, joining Geoff Barham, Elizabeth Cook and I. We thank Karen Goodman for the great job she's done in managing our finances and wish her and Mike all the very best as they move to the West Country. We welcome Angela Bates as our new Treasurer.

The Quinquennial Inspection on the state of the buildings of both St. Lawrence and St. Saviour confirmed that no major work is needed – a big relief unlike the previous report five years ago! We appreciate the continuing support of the St Lawrence Heritage Trust. Despite the Covid-19 restrictions the usual annual checks were carried out – electrical PAT testing, fire alarms, health and safety reviews and fire practices among them. The restrictions on our services has resulted in a reduction in our income – the deficit we are now seeing in our finances will need addressing in future years.

We start 2021 with good support for our Sunday service using Zoom which is enabling us all to keep in touch. The continuing lockdown, although particularly challenging for families with young children, is providing us with the opportunity to develop spiritually. Do support Dan in the various bible study and prayer meetings he is initiating. We will emerge from these challenging times stronger.

My best wishes and prayers to Dan and the Church Wardens Team through 2021.

Paul Biddle, Churchwarden

DEANERY SYNOD

While the Surrey Heath Deanery clergy continued to meet electronically, the Deanery Synod met only once. This was at St Michael's Camberley in early February 2020. (In a 'normal' year we meet quarterly.) We were addressed by Archdeacon Paul who reported on "Transforming Deaneries - New Ways of Being".

At our Parish online APCM Lavinia Sealy was confirmed as a Synod Lay Representative, joining Linda Scrivener and Gill Balister.

Despite the past strange and immensely difficult year we pray that all the parishes in the Surrey Heath Deanery will find new ways to cooperate and to move forward.

Gill Balister

FABRIC COMMITTEE

The Fabric Committee is a sub-committee of the PCC and is responsible for the upkeep and maintenance of both Churches, the Church Hall and surrounds. In addition, the Church owns three flats at St Lawrence House and the PCC is responsible for the letting and maintenance of these and they provide an extremely useful income for the PCC.

This year has been a relatively quiet year particularly of course with Covid 19 restrictions making it difficult to carry out the usual maintenance and monitoring of the fabric of the buildings.

In September, our architect, John Bailey, carried out the Quinquennial Inspections on both churches. These inspections are required by church law to be carried out every five years and include recommendations for the upkeep and maintenance of the buildings. I am pleased to report that no major defects were reported and the inspections were complimentary on the general state of the fabric of both churches, reflecting the amount of work and effort made over the last few years. The reports identify various recommendations to be carried out over the next five years but apart from some work to part of the hall roof, these are not urgent. The repairs to the hall roof have been carried out and I am grateful to the St Lawrence Friends' Heritage Trust for funding this.

In addition to the normal maintenance of both churches, other repairs included the replacement of the church hall boiler and repairs to the roof at St Lawrence Church after a leak of rainwater into the church office! Again, my thanks to the Heritage Trust for financing the new boiler.

I hope that in 2021 we will be able to resume more normal service in keeping a watchful eye on the buildings and that it will be easier to carry out the ongoing day to day maintenance matters that need attention. My sincere thanks to all involved over the last year.

Paul Reed - Chair Fabric Committee

FLOWER ROTA, ST LAWRENCE

Due to the Pandemic we have only been able to have flowers in church on very few weekends during the last year. There were flowers as usual during January until Lent in February 2020 but by Easter the church was closed. We have since then provided flowers whenever the church was open including one small arrangement by the Altar when the Vicar was holding services in the church without a congregation. During September and October 2020 when the congregation was allowed back with social distancing, there were once again two arrangements every week. We had hoped to be able to decorate the church for Christmas and had made arrangements to do so as safely as possible but once again the church was closed.

We are so grateful to the members of the rota who have been prepared to step in and do an arrangement when possible and have often had to stand down at short notice because the church was going to be closed. We look forward to going back to our normal rota as soon as possible!

Rosemary Cobb

Clare Reed

Mary Hedgecoe

PARISH MAGAZINE - 'THE GRIDIRON'

What a year! Because of lockdown restrictions and concern for all our distributors we cancelled the April, May, June and July 2020 issues. Then with the church closed, Laura our Distribution Manager offered her sheltered garage as an open-air hub for collection and, together with Gilbert (Treasurer) and Gill (Editor), we set about sorting the monthly bundles of magazines. This was somewhat chilly in the winter, and our many distributors braved the bumpy Brimshot Lane to collect them.

We carried on with this arrangement but in the second Tier 4 lockdown it again became clear that asking our distributors to visit multiple houses would be a risk too far and we sadly cancelled the February 2021 edition. Our new co-Editor Peter, whom we welcomed a year ago, has just set up a Gridiron Facebook page to publish up-to-date snippets of parish and village news and, in place of the missing February edition we now plan an August edition. That is usually one of our two months off, but if we publish in August then we will still have ten issues this year.

Although last March we had ordered and received the subscription envelopes, we did not send them out. Dealing with so many small amounts of money both in cheques and cash was in the circumstances too risky. This meant that the village received several months of magazines free. We hope that everyone will remember this and be generous this coming year!

Our ever-helpful printer had to furlough staff and like many businesses struggled to keep going, so we were glad to ask him to produce the parish Christmas card. As well as providing church and community news, one of our aims is to support local business and our advertisers; needed all the more in this dreadful year.

We are currently looking at ways to improve Gridiron, both in its distribution and finance and confidently expect to achieve this in 2021.

Thank you to everyone who contributes and supports the magazine. We all hope for a better year and plenty of Good News to share.

Dan Stork Banks, Vicar
Gill Balister, Editor
Laura Chatwin, Distribution
Sally Edie, Sports Reporter
Gilbert Elliot, Treasurer
Collin Flower, Advertising
Peter Mathews, Editor

Gill Balister, Editor

PCC SECRETARY

During the course of 2020, the PCC met five times the last three via Zoom. All meetings, as ever, being well attended. Regular meetings of the Standing Committee - appointed to conduct PCC business between meetings - and consisting of the Vicar, four churchwardens, three members of the PCC and attended by the PCC Treasurer and Secretary, were also held. The sub-committees also met throughout the year, Minutes of their deliberations being submitted to the PCC and discussed where necessary.

Carole Timms

POP IN

Due to the Covid restrictions in March 2020 both the Pop In and the Hearing Aid Clinic (Hearing Champions) had to close, and sadly, there are no plans to reopen in the immediate future.

Linda Scrivener

SAFEGUARDING

Self-Audit 2019

Following the Parish Self-Audit in 2019 the following items were highlighted for action in 2020:

- Review all Risk Assessments for all PCC endorsed activities
- Remind PCC members who have not completed training of their obligation to do so
- The restrictions imposed on us by Covid 19 have meant that it was not possible to fully complete these actions with some carried over into the 2021 Action Plan.

Training

During 2020, safeguarding training was online with some modules only becoming available towards the end of the year and Responding to Domestic Abuse training not available due to impact of Covid 19.

Where possible, training has been renewed online and as newly appointed Safeguarding Officer I have completed all available necessary training.

DBS Certificates

The number of adults with current DBS certificates for working with children and young persons or vulnerable adults is:

Children and Young Persons: 4
Vulnerable Adults: 7

We successfully applied for five new certificates during 2020 using the online system, with three of these then going on to join the Update service. This service is free for volunteers and could potentially save time for both the applicant and the parish as well as cost to the Diocese when a renewal becomes due.

I receive regular updates from the Diocese regarding safeguarding best practice and the Safeguarding policy as well as contact information is displayed in both churches. The PCC have therefore complied with their duty to have due regard to the House of Bishop's Practice Guidance.

The full safeguarding policy documents are available on the Diocesan website at <http://www.cofeguildford.org.uk/about/safeguarding-inclusion/safeguarding-policy>.

Marian Stewart, Parish Safeguarding Officer

SOCIAL COMMITTEE

Because of Covid and the subsequent closure of churches, our Social Committee's activities have been non-existent for a long time. I want to express my most sincere thanks to all the members of the Social team who, before Covid, were so ready to produce any refreshments necessary at any church function, often at short notice. I hope very much that once we live in normal times, the Committee will be able to continue all it does to make our church a place of welcome.

Gill Randall, Chair, Social Committee

ST LAWRENCE CHOBHAM HANDBELL RINGERS

There is an irony in the brevity of this report, as it has been in some senses, a very long year! It started in the usual way, with our January practices focused on choosing our new repertoire, but of course, during March we were obliged to stop practicing as a team.

During spring and summer we kept each other entertained by exchanging news, anecdotes and photos of our gardens looking very neat and tidy! I also took the opportunity to re-organise our bell store and our music.

After the lock-down was relaxed in the summer we anticipated being able to get back together, but as the situation worsened again we explored the use of video-conferencing technology so that we could at least play our bells, even if not physically together. During November and December we used the Zoom software to get together to play Christmas music. Most team members took part, and we had the added enjoyment of welcoming two young ringers. We all enjoyed playing Christmas music, and for some of us it was the only live music-making we were able to do during that time.

Using Zoom was a learning experience for us all – a steeper learning curve for some than others! So, well done everyone!

At the end of November we were sad to learn of the death of Alan Collings, who was our Founder and first Musical Director. Alan, and Mary his wife, were members of St Lawrence Church, Chobham, until they moved to Hove in Sussex in 2002. Mary, sadly, died 18 months ago.

Since Christmas we have continued our Zoom sessions on Friday evenings. We are playing many pieces that we started to rehearse back in January 2020, and we hope that we might be able to actually perform them to an audience this year!

Tim Willetts, Musical Director

ST LAWRENCE CHOBHAM CLUB

The club is for the over seventies and in a normal year meets fortnightly on a Tuesday afternoon. We had our annual lunch in February 2000, with Marco the Magician as our entertainer. We had to stop our meetings in March because of Covid.

The members have been coping well with isolation and we have done our best to keep in touch with one another. They shared their war time and VE Day memories which we incorporated in to one document and all the members were given a copy. Later on each member had a quiz and, in a separate envelope, the answers. This was just for fun. Then in December each member was given a kit to grow indoor bulbs.

Not surprisingly the members are missing the meetings which will restart as soon as government guidelines allow. New members, helpers and drivers are always welcome. Please contact Annette Scott on 01276 858431.

Annette Scott, Chairman

ST LAWRENCE CHURCH HALL – LETTINGS

Due to the pandemic, we were obliged to close the hall at the end of February. It is hoped that we may return to hiring out the hall to the various groups who have used our facilities in the past, as soon as restrictions are lifted.

ST LAWRENCE FRIENDS HERITAGE TRUST

As the financial year of 2020 drew to a close, the Heritage Trust was in the happy position of being able to report reserve levels at the bank of just under £29,000 at the end of March 2020.

We commenced our fundraising activity in 2020 with a film night in March, but sadly, due to the Covid pandemic, further events were postponed.

Our aim is to offer the community some exciting, unusual and entertaining events that promote not only the Heritage Trust but also our wonderful community. Clearly, we have been unable to do that in the last 12 months, but we have some exciting plans for the forthcoming year, lockdown permitting.

We must also say goodbye to some stalwarts of the Executive Committee of the Heritage Trust this year. Jackie Westcott has been a loyal member of the Trust and a very keen fundraiser for us but has decided that now is the time to step down. We have been very fortunate to have had Jackie on our side, particularly for external fundraising campaigns, and we are grateful for all her efforts over the years supporting the Trust. Christopher Delacombe was one of the founding members of the Heritage Trust many years ago and his presence has been felt through all activities the Trust has been involved in. Simply put, without Christopher, the Heritage Trust would not be in the successful and sustainable place it is now.

We are delighted that we have new and enthusiastic committee members to continue the work of the past 25 years and we look to the future with confidence. Caroline Clark has agreed to join the executive committee, for which we are very excited. Irene Elwin has taken over from Matt Brehaut as our Treasurer and Charlotte Brehaut has taken over from Carina Franklin as our Secretary.

The Heritage Trust remains in good shape and continues to be a key supporter to the PCC and our wider community.

Neil Franklin, Chairman

ST LAWRENCE CHURCH - WEEKLY ROTAS

Since March 2020 operation of the Rotas has, of necessity, been suspended. However, when we are back to normal, we will be looking for people to help with the following Rotas: Altar Guild, Church Cleaners, Coffee Rota, Intercessors, Sacristans, Altar Servers, Sidespersons, 10.30 am Service Readers and Vergers. Do please give this some thought.

The members of these Rotas work - most of them behind the scenes - to ensure that our church and our services run smoothly and with the dignity due to our faith and our surroundings. Many have quietly been offering their services for many years, and our heartfelt thanks go out to them for their loyalty and dedication. However it is a sad fact that numbers in all areas are decreasing, so **may we urge you to please think seriously about joining any one of these teams, especially the Transport to 10.30 am Service** - you will be welcomed with open arms!!

ST. LAWRENCE C OF E (AIDED) PRIMARY SCHOOL
Kate Chenery –Headteacher



INTRODUCTION

School Vision

In my first term, I worked with the governors, staff, pupils and parents to create our school vision. As a team we agreed:

'Teach children how they should live, and they will remember it all their life.' - Proverbs 22:6

At St Lawrence we work together to build a caring, inclusive community, collectively creating a love of learning where children grow and flourish under God's guidance. We teach our children the Christian values and attitudes to learning that they need to become good citizens and reach their full potential academically, socially, emotionally and spiritually.

Values and Attitudes

At St Lawrence, we believe that a child's time at Primary School is precious and extremely valuable and our job is to use it well. In thinking about how we do this, we created the concept of a **St Lawrence Learner** focusing on the values, attitudes and skills necessary to learn effectively and how we should teach these across the school.

St Lawrence Learner



COVID19

The arrival of COVID19 has brought about many unforeseen challenges for us all. However, I have been extremely proud of how well we have all come together as a school and church community.

We managed to stay open for up to 30 key workers and vulnerable pupils during the first lockdown and then successfully re-opened on 1st June to Years R, 1 and 6 as well as continuing to support key worker and vulnerable pupils.

We succeeded in holding transition days for all year groups in July so that all of the children could safely come into school to meet their new teachers and visit their new classrooms which greatly reduced the children's levels of anxiety about returning to school in September.

We fully re-opened in September following all of the new government guidance and we had a very busy and productive term despite so many restrictions.

Unfortunately, as you are aware, schools were closed again in January 2021 due to the current lockdown. With an increase in need, we have managed to support 60 pupils in school during this time.

We have successfully supported the children at home through remote learning, with a high level of engagement on our digital learning platform. Children have a whole class zoom session at the beginning and end of every day with their teacher and are provided with daily pre-recorded teaching videos and lessons that cover the whole curriculum. Staff are also recording daily video story sessions and assemblies. Group guided reading sessions, 1-1 SEND support and ELSA (Emotional, Literacy Support Assistant) sessions also take place on zoom as well as parents evenings.

Teachers are providing weekly paper packs for those pupils with SEND who can not access the work online.

Staff have worked hard to support every family with regular phone calls and meetings. We have provided laptops and wifi to all of the families who were unable to access the work online due to a lack of devices at home.

Support from parents has been overwhelming and we are very grateful for all of their positive messages, e-mails, letters, cards and gifts. It has really helped us to stay positive through such a challenging time.

The school and church community have done an amazing job in supporting vulnerable families by providing them with food parcels.

We have been overwhelmed by the generosity and support from groups, charities and individuals in the Parish and the community who have made very generous donations towards improving technology for all of our pupils during this difficult time.

We would particularly like to thank The PCC for their generous donation.

We are hoping to be able to show our thanks in person to those who have supported us through a school event as soon as National restrictions allow us to. We will also be holding a 'Thanksgiving service for the donations to the school' on Sunday 25th April at 3.00pm.

I have been working closely with the other Surrey Heath Headteachers, Surrey, SAFE and the Diocese and it has been fantastic how well all of the schools have come together to support each other.

Curriculum

This year we are redesigning our curriculum following Cornerstones. We have already created an Intent, Implement and Impact vision for the school and each subject (underpinned by our Christian vision as a church school). We have ensured that there is progression of skills across subjects and year groups and have made this available to parents on the website. Our focus at present is to use the Cornerstones Maestro guidance along with our rigorous planning template to create exciting, ambitious and progressive sequences of lessons (for in school and during lockdown.) Monitoring is showing high engagement in pupils and high expectations from staff. Our next steps are to develop subject leaders more to take greater ownership and vision for individual foundations subjects, complete a year and reflect as well as to develop further life skills and trips/visits when we are able to venture out again.

Safeguarding

Safeguarding is at the forefront of everything we do at St Lawrence. We have recently signed up to the Surrey Safer Schools App, which will be launched next term for staff, parents and pupils to have access to a variety of safeguarding resources, tools and training.

Governors

James Toney, our Chair of Governors, comes to the end of his term of office at the end of the school year. James has been an inspirational governor at St Lawrence for over ten years, seven of which he has been Chair.

In his time here, he has worked closely with us on all areas of school life, and has actively participated and led us through many changes. He has willingly given us his time, skills, knowledge and commitment, all of which have undoubtedly impacted on the ongoing progress and achievements we have made as a school. We are very grateful for all of his dedication and hard work over the years. James has also been a tremendous support to me since becoming Headteacher at St Lawrence.

We have appointed a new governor, Caroline Nickson, who will be taking over from James in September. Caroline will be working alongside James for the rest of this school year to ensure a smooth transition. We are excited to have Caroline on board and I look forward to working alongside her in the coming years.

Website

In September, we launched our new school website. Please take a look.

<http://www.stlawrenceprimary.co.uk>

Friends of St Lawrence (FOSL) Activity Update

During 2019/2020 academic year, FOSL raised £5,956.90 despite a lack of FoSL events during terms 2 and 3 due to the Covid-19 lockdown and subsequent restrictions. Highlights were mostly in Term 1 and included a Christmas Fair and refreshments (£3,078.67 raised), a school disco (£654.70 raised) and pantomime tickets (raising £475.00).

During Term 2, we managed a social event for the parents in the shape of a Quiz Night and also joined in with the Surrey Half Marathon Race where some of our children ran the 2km race and collected sponsorship. The Quiz Night raised £599.71 and we also received £145 in sponsorship from the 2km run.

Sadly, once lockdown started in March 2020, FoSL fundraising came to a close for the year. However, during this academic year we donated £3,000 to the school towards the purchase of x15 new computers, £3,709 for new furniture in the Reception classroom and also made a large donation (£10,000) to the Governors' Fund for new doors and windows around the school.

This academic year (2020/2021) has seen a continuation in Covid-19 restrictions meaning we haven't been able to host many of our usual events. However, we have worked in conjunction with the school to try and hold some events within school, using Covid-safe measures, to both fundraise and also bring some normality and fun for the children. These events have included a Book Sale, a mini Christmas Fair (no parents - only children, attending within their class bubbles), a 'wear your own clothes day', a wonderful Christmas Raffle and we introduced a new socially distanced event - a Christmas Trail for families to undertake around the village. These events raised an astonishing £2,819.31 in Term 1.

In the Summer, we decorated our Reception classroom and thanks to FoSL's fantastic fundraising efforts we have been able to purchase new furniture for the room so that is now an even more inviting and inspiring learning environment for the children.

School Events 2020-2021

January 2020 – First Aid

Children in Years 3 and 4 took part in a First Aid Taster morning and Year 5 had a fuller three hour first aid training course. The children learnt about what steps to take if somebody needs help.

February 2020 – St Lawrence Church

Our Reception children enjoyed a visit to St Lawrence Church where they were introduced to the church as a special place where Christians worship. Children were given the opportunity to experience and reflect on the atmosphere in a church, and to explore the purpose of the building.

March 2020 – World Book Day

We celebrated World Book Day and the children and staff came dressed as their favourite book character. The children paraded in their fantastic costumes and the winning book character costumes were rewarded with a book voucher. The children were excited to see that each classroom was decorated with a book related theme and they loved spending the day moving around school visiting each class to take part in book based activities.

July 2020 Year 6 Leavers

We said a fond farewell to Year 6 in July and although their final few weeks were not as planned, we still celebrated their time at St Lawrence by having a special celebration Leavers Assembly that was filmed for parents, followed by an Awards Ceremony and a Leavers Service.

The children performed the traditional Year 6 Leavers' Assembly. They themselves chose the theme (Covid 19!) and wrote the script. It was an excellent chance for them to look back and reflect upon their time at St Lawrence. They considered how being a St Lawrence Learner could help them through the corona virus pandemic and in their future lives. The result was a triumph!

We also presented the Year 6 cups and trophies, which are awarded to the students who show particular flair for a subject, or who have made outstanding progress in an area.

Diocese Leavers' Service

Another casualty of the coronavirus was the children's annual Year 6 Leavers' Service at Guildford Cathedral. Fortunately, the Diocese sent us a pre-recorded service to share with the children, along with activities that the children undertook during the Cathedral visit. The children had a super morning completing the fun tasks, reflecting on their pasts and looking forward to the future. In the words of the Right Reverend Jo Wells, Bishop of Dorking, *"The future is always bigger than the past."*

September 2020 – New Reception Class

We welcomed our new reception class children into school, along with our other new starters. We all worked together, following our recovery curriculum to help the children settle back into school with their learning.

October 2020 – SMILE Project



A group of KS2 children who took part in the SMILE Inside community project during lockdown really enjoyed attending a socially distanced exhibition in October, to celebrate all of the wonderful art work that they produced. They also had an opportunity to meet some of the people that they created their art work for, as well as taking part in a dance workshop with some elderly and vulnerable members of the community. I was lucky enough to join them and I was extremely proud of their attitudes and behaviour whilst working with the people involved in the project and representing the school.

October 2020 – Harvest Festival

We celebrated Harvest Festival by collecting food donations for Woking Food Bank, who shared it with individuals, refugees and families in need. Here is a photograph showing the amazing amount of food and other items we received from parents.



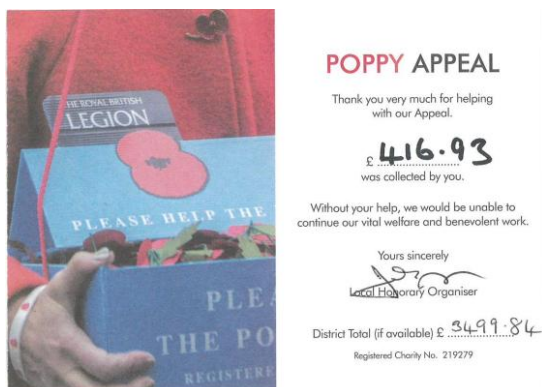
November 2020 – Remembrance Day

Remembrance Day – during school this week we remembered all those whose lives have been affected by wars and active service. I walked with a small group of children to the Chobham War Memorial by the cannon and laid a wreath from the school.



November 2020 – Poppy Appeal

We raised an amazing £416.93 for the Poppy Appeal by selling poppies and poppy related items.



December 2020 – Christmas

We had a surprise visit from Santa who arrived in school on his horse drawn carriage and dropped off a sack of chocolates for the children in each class. It was lovely to see their excited faces as he rode round the playground. FoSL organised a Christmas fair and raffle for the children. It was wonderful to see the children enjoying the Christmas spirit.



December 2020 – Woking Food Bank

Again, parents and staff very generously donated an amazing amount of biscuits for Woking Food Bank. The biscuits were put into Christmas Hampers for individuals, refugees and families in need.

We are looking forward to welcoming all of the children back to school this month and hopefully getting back to some sense of normality. We have some very exciting things to look forward to over the rest of this academic year and we are keen to be able to participate in more community activities again as soon as it is safe to do so.

Kate Chenery, Headteacher

VALLEY END CHURCH OF ENGLAND (VC) INFANT SCHOOL



The Spring Term in 2020 at Valley End started with the usual exciting return of the children after their Christmas holidays. The term began as planned with the children experiencing some of the normal activities of the term.

Vicar Dan led a lovely service for the children at St Saviour Church, the children began their lessons and enjoyed all the different learning experiences and extra-curricular activities that we offer. The children very much enjoyed the first half of the Spring Term and then Covid-19 hit. Within a few weeks the school was closed to the majority of the children and the teachers and pupils began their journey of remote teaching and learning. Our teachers learnt to teach remotely very quickly and before long were teaching their classes over Zoom, receiving children's work via email and preparing interactive learning resources and information for parents. During the late Spring and Summer Term, Valley End became a place of both remote learning and face-to-face learning for the smaller group of pupils in school.

When all the children returned to school in the Autumn Term, there was hope that school life may start to return to normal. However, a new normal of 'class bubbles', staggered play and lunch times and lots of extra cleaning, hygiene and handwashing soon descended on Valley End. The staff and pupils did an amazing job of both keeping safe and continuing to teach and learn in the best way possible. Indeed, the Valley End community started to, again, thrive and flourish and enjoy, although very differently, school and the lead up to Christmas. The staff and the children produced a wonderful 'on-line' Christmas play and the children were still able to enjoy Christmas parties and a Christmas dinner all within their bubbles.

Perhaps most importantly, and despite the challenges of Covid-19, we still worked hard at developing our pupils' spiritual, personal and emotional skills in order to help them become well-rounded, forgiving and tolerant individuals. Whatever challenges we face or will face in the future, our school vision remains firm and consistently in place: -

Education in a caring, safe, positive environment where all are welcome and valued. Children enjoy life whilst flourishing and thriving academically, spiritually and personally. Fostering a joy of learning, love for all, forgiveness and respect, creating strong, life-long values, children feel loved by God within the Valley End family.

As we continue into 2021, we look forward to school becoming more and more normal and to seeing the glimmers of hope continue to emerge throughout the country.

Please do visit our website at www.valleyend.surrey.sch.uk for more information about our lovely school.

Richard Mead, Headteach

Report of the Trustees and
Unaudited Financial Statements for the year ended 31 December 2021
for

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Contents of the Financial Statements
for the year ended 31 December 2021

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Notes to the Financial Statements	7 - 12

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Report of the Trustees
for the year ended 31 December 2021

The Trustees present their Report with the Financial Statements of the Charity for the year ended 31 December 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in July 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1128846

Principal address

St Lawrence Church
50 High Street
Chobham
Surrey
GU24 8AA

Trustees

The Rev. D. Stork Banks
The Rev. C.J. Bedford

Incumbent
Assistant Priest

Mr P. Baillie (Resigned 24 April 2021)

Mrs G. Balister

Mr G. Barham

Mrs A Bates

Mr P.R. Biddle FCA (Resigned 24 April 2021)

Miss S. Buchanan (Elected 24 April 2021)

Mr R Castle (Elected 24 April 2021)

Mrs E. Cook

Representative on the Deanery Synod
Church Warden
Treasurer

Mr C.R. Delacombe

Mrs J. Evans (Resigned 10 March 2021)

Mr H Holland (Co-opted 15 September 2021)

Dr G. Hughes (Resigned 24 April 2021)

Mrs R.M. Kenmuir (Resigned 24 April 2021)

Mrs C. Money

Lady Randall (Resigned 24 April 2021)

Mr P.D. Reed

Mrs L. Scrivener

Mrs L. Sealy (Elected 24 April 2021)

Lady Smiley (Elected 24 April 2021 for one year
following the resignation of Mrs J Evans)

Mrs M. Stewart

Mrs J Stratford (Elected 24 April 2021)

Mrs C Timms

Church Warden

Chairman – Finance Committee

Chairman – Fabric Committee
Representative on the Deanery Synod
Representative on the Deanery Synod

PCC Secretary

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Report of the Trustees
for the year ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

St Lawrence Church is situated in Chobham, Surrey. It has an associated Church at St Saviour, Valley End, Surrey for which the Parochial Church Council ("PCC") of St Lawrence is responsible. Both Churches are part of the Diocese of Guildford within the Church of England.

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council (Powers) Measure 1956 as amended and The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The PCC is registered as a charity with the Charity Commission. The method of appointment of PCC members is 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.

Covid 19 resulted in services being cancelled in churches for the period from 7th February 2021 to 21st March 2021 but alternate services were available via Zoom conducted by the Incumbent.

Risk management

The PCC has a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

St Lawrence Church Chobham with St Saviour Valley End PCC have the responsibility of co-operating with the incumbent, the Rev. Dan Stork Banks, in promoting the ecclesiastical parish with the whole mission of the Church, pastoral, evangelistic, social and ecumenical. They also have responsibility for the maintenance of the Churches of St Lawrence in Chobham and St Saviour at Valley End.

ACHIEVEMENT AND PERFORMANCE

The full PCC met five times during the year; of which three were conducted entirely by Zoom, the September and November Meetings were held, suitably distanced, in St Lawrence School with some members opting to attend via Zoom. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed when necessary. There are a stable number of 127 parishioners on the Church Electoral Roll.

The financial performance of the PCC is discussed in the financial review below.

The PCC continues to look for the best ways to maximise the benefits that can be achieved from its missionary work given the restricted amount of funds available.

FINANCIAL REVIEW

Reserves policy

The PCC's policy is to maintain a minimum level of investments to cover the equivalent of six months general expenditure, which based on the current year's expenditure, would equate to £75,000.

Currently the PCC holds £299,763 of unrestricted reserves. These reserves have been assigned: £75,000 statutory reserves to cover six months of general expenditure and £224,763 discretionary reserves.

Designated funds: Following the death of Sandra Bedford, monies raised by Sandra mainly through the biannual flower festival were gifted to the church.

Report of the Trustees
for the year ended 31 December 2021

FINANCIAL REVIEW (continued)

Restricted funds

Flexlands School memorial fund: Following the merger of Flexlands school with Coworth Park school the parents and governors of the original Flexlands school, which had strong ties with St Lawrence Church, had agreed to fund a memorial to the school within the confines of the Church. The original donation of £2,400 has been invested in a separate deposit account, the current value being £2,836.

St Lawrence building fund (previously St Lawrence bell tower fund): Following successful fund raising the repairs to the bell tower were undertaken during 2018. The remaining surplus monies, the current value being £40,964, are held in a separate restricted fund to meet the cost of future building works at St Lawrence.

St Lawrence Friends Heritage Trust

During 2021 St Lawrence Friends Heritage Trust donated £738 to cover the cost of new lighting, £1,440 for new bell ropes at St Lawrence Church and £405 towards the boiler costs at St Saviour Church, total £2,583.

Investment property (Endowment Asset): The freehold property St Lawrence House (a block of 4 flats), is accounted for as an investment property, on the basis that, three of the flats are let on short term leases to third parties, charging commercial rents and there is no charitable element. The property is recorded at market value. The title deeds for this property are held in the name of the Guildford Diocese Board of Finance (GDBF) as a custodial asset, however custom and practice concerning historic transactions and standing instructions issued to the managing agents by the GDBF, means that the ultimate decision over the sale or granting of long leases on this asset resides with the Diocese as trustee and not the PCC. Consequently, the PCC feels that it is correct to present this asset as an endowment asset and treat it as a restricted fund.

Uninsured losses fund: The PCC continues to self-insure several items and accepts that it carries the risk of several policy excesses. The PCC considers that it has sufficient discretionary reserves to meet the risks.

Unrestricted funds

General fund: Funds derived from normal giving less general expenditure resulted in a loss of £11,585 for the year ended 31 December 2021.

Outward Giving: The PCC made donations to The Woking and Sam Beare Hospice £130, St Lawrence Church of England Primary School £3,000 (of which SHBC contributed £2,000) towards the iPad and Laptop initiative to assist with remote learning during COVID school closures and £393 for Bibles for school leavers.

ON BEHALF OF THE BOARD:

The Rev. D. Stork Banks – Trustee

A Bates – Trustee

30th March 2022

Independent Examiner's Report to the Trustees on the Accounts for the year ended
31 December 2021

I report to the Trustees on my examination of the Accounts of the Charity (No. 1128846) for the year ended 31 December 2021 set out on pages 5 to 12.

Responsibilities and basis of report

As the Charity's Trustees, 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 Trust's Accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the 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 which gives me cause to believe that in any material respect:

- the accounting records have not been kept in accordance with Section 130 of the Charities Act
- the Accounts do not accord with the accounting records
- the Accounts do not comply with the applicable requirements concerning the form and content of 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.

Ian A C Taylor CA
Chartered Accountant
Cherry Cottage
Sandpit Hall Road
Chobham
Surrey GU24 8HA

8th April 2022

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Statement of Financial Activities
for the year ended 31 December 2021

		Year Ended 31 December 2021				2020 Total funds £
	Notes	General funds £	Designated funds £	Restricted funds £	Total funds £	
INCOMING RESOURCES						
Voluntary income		85,921		2,583	88,504	80,634
Activities generating income	2	7,697			7,697	2,457
Investment income	3	40,778		1,006	41,784	40,306
	11	134,396		3,589	137,985	123,397
RESOURCES EXPENDED						
Church activities		139,822	703	2,583	143,108	143,440
Charitable giving		3,523			3,523	3,973
Depreciation		2,636			2,636	3,158
Total resources expended	11	145,981	703	2,583	149,267	150,571
NET OUTGOING RESOURCES BEFORE TRANSFERS		(11,585)	(703)	1,006	(11,282)	(27,174)
Gross transfers between funds						
Net outgoing resources before other recognised gains and losses		(11,585)	(703)	1,006	(11,282)	(27,174)
Other recognised gains and losses - Gains on investment assets	6	34,941		4,286	39,227	22,974
Net movement in funds		23,356	(703)	5,292	27,945	(4,200)
Total funds brought forward		276,407	2,680	778,508	1,057,595	1,061,795
TOTAL FUNDS CARRIED FORWARD		299,763	1,977	783,800	1,085,540	1,057,595

The notes form part of these Financial Statements

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Balance Sheet
at 31 December 2021

		31 December 2021				2020
	Notes	General fund £	Designated funds £	Restricted funds £	Total funds £	Total funds £
FIXED ASSETS						
Tangible assets	5	17,235			17,235	19,870
INVESTMENTS						
Investments	6	263,075		775,377	1,038,452	1,023,226
		<u>280,310</u>		<u>775,377</u>	<u>1,055,687</u>	<u>1,043,096</u>
CURRENT ASSETS						
Debtors	7	5,778			5,778	3,549
Loan between funds		(5,536)		5,536		
Investments	8		1,977	2,887	4,864	5,567
Cash at bank		22,989			22,989	7,799
		<u>23,231</u>	<u>1,977</u>	<u>8,423</u>	<u>33,631</u>	<u>16,915</u>
CREDITORS						
Amounts falling due within one year	9	(3,778)			(3,778)	(2,416)
NET CURRENT ASSETS		<u>19,453</u>	<u>1,977</u>	<u>8,423</u>	<u>29,853</u>	<u>14,499</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>299,763</u>	<u>1,977</u>	<u>783,800</u>	<u>1,085,540</u>	<u>1,057,595</u>
Provisions and creditors falling due after one year	10					
		<u>299,763</u>	<u>1,977</u>	<u>783,800</u>	<u>1,085,540</u>	<u>1,057,595</u>
NET ASSETS						
						<u>1,057,595</u>
FUNDS	11					
Unrestricted statutory		75,000			75,000	75,000
Unrestricted discretionary		224,763			224,763	201,407
Discretionary			1,977		1,977	2,680
Restricted				783,800	783,800	778,508
TOTAL FUNDS		<u>299,763</u>	<u>1,977</u>	<u>783,800</u>	<u>1,085,540</u>	<u>1,057,595</u>

The Financial Statements were approved by the Board of Trustees on 30th March 2022 and were signed on its behalf by:

The Rev. D. Stork Banks – Trustee

A Bates - Trustee

The notes form part of these Financial Statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 1997, together with applicable accounting standards and the The Charities: Statement of Recommended Practice (SORP) (FRS102) issued in July 2015.

The Financial Statements have been prepared under the historical cost convention except for the value of investment assets including investment property, which are shown at market value.

Accounting convention

The Financial Statements have been prepared under the historical cost convention, with the exception of investments including Investment property which are included at market value and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities ("The SORP").

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income and capital sources:

Collections are recognised when received by or on behalf of the PCC. Planned Giving under Gift Aid is only recognised when received.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Funds raised by fêtes, garden parties and similar events are accounted for gross.

Other ordinary income:

Rental income from the letting of Church premises is recognised when the rent is due.

Income from investments:

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year. Rents arising from the letting of investment property are accounted for on an accruals basis.

Gains and losses on investments:

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for at market value of investments at 31 December.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to headings, they have been allocated to activities on a basis consistent with the use of resources.

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities relating to the work of the Church.

The Parish Share is accounted for when payable. Any Parish Share unpaid at 31 December is provided for in these Accounts as an operational (though not legal) liability and is shown as a creditor. 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.

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Notes to the Financial Statements - continued
for the year ended 31 December 2021

1. ACCOUNTING POLICIES – continued

Tangible fixed assets

Consecrated land and buildings and moveable Church furnishings are excluded from the Accounts by virtue of S.96 (2) (a) of the Charities Act, 1993.

Asset category

Communion plate and silver
Audio visual equipment

Depreciation policy

20 years straight line
3-5 years on a straight line

Investment property

Investment property is accounted for at the market value determined by an independent valuer in 2015. The PCC has no plans to revalue these properties in the near future. Any improvements to the property will be expensed through the Statement of Financial Activities in the year incurred.

Taxation

The Charity is exempt from tax on its charitable activities.

Fund accounting

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. These Accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

2. ACTIVITIES GENERATING INCOME

	31.12.21	31.12.20
	£	£
Church hall lettings	555	896
Fees for Services	7,142	1,561
	<u>7,697</u>	<u>2,457</u>

3. INVESTMENT INCOME

	31.12.21	31.12.20
	£	£
Rents from flats	38,734	37,576
Dividends and bank deposit interest	3,050	2,730
	<u>41,784</u>	<u>40,306</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There was no Trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

**PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END**

Notes to the Financial Statements - continued
for the year ended 31 December 2021

5. TANGIBLE ASSETS

	Audio visual and office equipment	Communion plate & silver	Totals
	£	£	£
COST			
At 1 January 2021	22,043	23,384	45,427
At 31 December 2021	22,043	23,384	45,427
DEPRECIATION			
At 1 January 2021	18,649	6,907	25,556
Charge for year	1,467	1,169	2,636
At 31 December 2021	20,116	8,076	28,192
NET BOOK VALUE			
At 31 December 2021	1,927	15,308	17,235
At 1 January 2021	3,393	16,477	19,870

6. INVESTMENTS

	31.12.21 £	31.12.20 £
Investment property	740,000	740,000
Investments	298,452	283,226
	<u>1,038,452</u>	<u>1,023,226</u>

There were no investment assets outside the UK.
Investments (neither listed nor unlisted) were as follows:

	31.12.20 £	Additions/ disposals £	Recognised gains £	31.12.21 £
Investment property	740,000			740,000
CBF Capital Accumulation Units	189,022	(24,000)	27,297	192,319
COIF Charity Fund Units	94,203		11,930	106,133
	<u>1,023,225</u>	<u>(24,000)</u>	<u>39,227</u>	<u>1,038,452</u>

Investment property relates to three flats in St Lawrence House, Chobham, which are all let on commercial terms. The flats were revalued in 2015 and the PCC has no plans to revalue these properties in the near future.

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Notes to the Financial Statements - continued
for the year ended 31 December 2021

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade debtors	5,480	3,259
Prepayments and accrued income	298	290
	<u>5,778</u>	<u>3,549</u>

8. CURRENT ASSET INVESTMENTS

	31.12.21	31.12.20
	£	£
CBF - Deposit account – St Lawrence	51	51
CBF - Deposit account – Flexlands School Memorial	2,836	2,836
Barclays – Deposit Account – Flower Fund	1,977	2,680
	<u>4,864</u>	<u>5,567</u>

CBF stands for CCLA CBF Church of England. In respect of Note 11 Restricted Funds also include debtors for gift aid recoverable and cash in transit between funds at the year end.

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Other creditors	873	403
Accruals	2,905	2,013
	<u>3,778</u>	<u>2,416</u>

10. PROVISIONS AND CREDITORS DUE AFTER ONE YEAR

	31.12.21	31.12.20
	£	£
Provisions and creditors	-	-
	<u>-</u>	<u>-</u>

**PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END**

Notes to the Financial Statements - continued
for the year ended 31 December 2021

11. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	276,407	23,356		299,763
Designated funds				
Flower fund	2,680	(703)		1,977
Restricted funds				
Investment Property	740,000			740,000
Flexlands School memorial	2,836			2,836
St Lawrence building	35,672	5,292		40,964
	<u>778,508</u>	<u>5,292</u>		<u>783,800</u>
TOTAL FUNDS	<u>1,057,595</u>	<u>27,945</u>		<u>1,085,540</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains £	Net movement in funds £
Unrestricted funds				
General fund	134,396	(145,981)	34,941	23,356
Designated funds				
Flower fund		(703)		(703)
St Lawrence Friends Heritage Trust	2,583	(2,583)		
	<u>2,583</u>	<u>(3,286)</u>		<u>(703)</u>
Restricted funds				
Investment property				
St Lawrence building	1,006		4,286	5,292
Flexlands School memorial				
	<u>1,006</u>		<u>4,286</u>	<u>5,292</u>
TOTAL FUNDS	<u>137,985</u>	<u>(149,267)</u>	<u>39,227</u>	<u>27,945</u>

11. MOVEMENT IN FUNDS (continued)

Explanation of the movement in funds:

The PCC continues to self-insure several items and accepts that it carries the risk of several policy excesses. The PCC considers that it has sufficient discretionary reserves to meet the risks attaching thereto.

Following the death of Sandra Bedford, monies raised by Sandra mainly through the biannual flower festival were gifted to the church.

Following successful fund raising the repairs to the bell tower were undertaken during 2018. The remaining surplus monies of £40,964 are held in a separate restricted fund to meet the cost of future building works at St Lawrence.

The PCC is the beneficial owner of 3 flats in St Lawrence House; these are currently let on commercial terms to third parties. These properties are treated as Investment properties. The title deeds to the freehold of the building and the land are recorded as being in the name of The Guildford Diocese Board of Finance (the "GDBF"). In addition, the GDBF has issued standing instructions to the managing agents and has directly controlled previous significant transactions in relation to the leases. This leads the PCC to believe that it does not have control over the disposal or the granting of long leaseholds on these properties. Consequently, the PCC believes the correct accounting treatment is to account for these flats as endowment assets within restricted funds.

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Detailed Statement of Unrestricted Financial Activities
for the year ended 31 December 2021

	31.12.21 £	31.12.20 £
INCOMING RESOURCES		
Voluntary income		
Direct credits	45,006	51,010
Yellow envelope	3,963	2,338
Plate	4,874	2,948
Other donations	13,961	2,384
Income tax recoverable	14,437	13,986
Legacies	-	-
Other giving	6,263	2,000
	<u>88,504</u>	<u>74,666</u>
Activities for generating funds		
Church hall lettings	555	896
Fees for services	7,142	1,561
	<u>7,697</u>	<u>2,457</u>
Investment income		
Rents from flats	38,734	37,576
Dividends and bank deposit interest	3,050	1,821
	<u>41,784</u>	<u>39,397</u>
Total incoming resources	<u>137,985</u>	<u>116,520</u>
RESOURCES EXPENDED		
Costs of generating voluntary income		
Church and hall maintenance and running expenses	12,998	13,279
Church insurance	5,343	5,222
Parish share	91,207	88,276
Clergy Expenses	3,111	736
Parish Office	4,735	2,334
Tea Service	-	9,997
Organist and Music	5,268	5,077
Church and hall utility cost	6,070	4,598
Web site	-	263
Flowers at Weddings	703	-
Upkeep of vicarage	1,652	160
Church hall costs	-	-
Bank charges	-	191
Sundries	287	-
Commission, legal fees, maintenance and insurance – flats	11,734	10,479
	<u>143,108</u>	<u>140,612</u>
Charitable activities		
Grants and charitable giving	3,523	3,973
Governance costs		
PCC expenses and supplies	-	-
Finance		
Depreciation of tangible fixed assets	2,636	3,158
Gain on disposal	-	-
Total resources expended	<u>149,267</u>	<u>147,743</u>
NET OUTGOING/INCOMING RESOURCES BEFORE TRANSFERS	<u>(11,282),</u>	<u>(31,223)</u>

This page does not form part of the statutory Financial Statements

Report of the Trustees and
Unaudited Financial Statements for the year ended 31 December 2021
for

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Contents of the Financial Statements
for the year ended 31 December 2021

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PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Report of the Trustees
for the year ended 31 December 2021

The Trustees present their Report with the Financial Statements of the Charity for the year ended 31 December 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in July 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1128846

Principal address

St Lawrence Church
50 High Street
Chobham
Surrey
GU24 8AA

Trustees

The Rev. D. Stork Banks
The Rev. C.J. Bedford

Incumbent
Assistant Priest

Mr P. Baillie (Resigned 24 April 2021)

Mrs G. Balister

Mr G. Barham

Mrs A Bates

Mr P.R. Biddle FCA (Resigned 24 April 2021)

Miss S. Buchanan (Elected 24 April 2021)

Mr R Castle (Elected 24 April 2021)

Mrs E. Cook

Representative on the Deanery Synod
Church Warden
Treasurer

Mr C.R. Delacombe

Mrs J. Evans (Resigned 10 March 2021)

Mr H Holland (Co-opted 15 September 2021)

Dr G. Hughes (Resigned 24 April 2021)

Mrs R.M. Kenmuir (Resigned 24 April 2021)

Mrs C. Money

Lady Randall (Resigned 24 April 2021)

Mr P.D. Reed

Mrs L. Scrivener

Mrs L. Sealy (Elected 24 April 2021)

Lady Smiley (Elected 24 April 2021 for one year
following the resignation of Mrs J Evans)

Mrs M. Stewart

Mrs J Stratford (Elected 24 April 2021)

Mrs C Timms

Church Warden

Chairman – Finance Committee

Chairman – Fabric Committee
Representative on the Deanery Synod
Representative on the Deanery Synod

PCC Secretary

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Report of the Trustees
for the year ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

St Lawrence Church is situated in Chobham, Surrey. It has an associated Church at St Saviour, Valley End, Surrey for which the Parochial Church Council ("PCC") of St Lawrence is responsible. Both Churches are part of the Diocese of Guildford within the Church of England.

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council (Powers) Measure 1956 as amended and The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The PCC is registered as a charity with the Charity Commission. The method of appointment of PCC members is 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.

Covid 19 resulted in services being cancelled in churches for the period from 7th February 2021 to 21st March 2021 but alternate services were available via Zoom conducted by the Incumbent.

Risk management

The PCC has a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

St Lawrence Church Chobham with St Saviour Valley End PCC have the responsibility of co-operating with the incumbent, the Rev. Dan Stork Banks, in promoting the ecclesiastical parish with the whole mission of the Church, pastoral, evangelistic, social and ecumenical. They also have responsibility for the maintenance of the Churches of St Lawrence in Chobham and St Saviour at Valley End.

ACHIEVEMENT AND PERFORMANCE

The full PCC met five times during the year; of which three were conducted entirely by Zoom, the September and November Meetings were held, suitably distanced, in St Lawrence School with some members opting to attend via Zoom. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed when necessary. There are a stable number of 127 parishioners on the Church Electoral Roll.

The financial performance of the PCC is discussed in the financial review below.

The PCC continues to look for the best ways to maximise the benefits that can be achieved from its missionary work given the restricted amount of funds available.

FINANCIAL REVIEW

Reserves policy

The PCC's policy is to maintain a minimum level of investments to cover the equivalent of six months general expenditure, which based on the current year's expenditure, would equate to £75,000.

Currently the PCC holds £299,763 of unrestricted reserves. These reserves have been assigned: £75,000 statutory reserves to cover six months of general expenditure and £224,763 discretionary reserves.

Designated funds: Following the death of Sandra Bedford, monies raised by Sandra mainly through the biannual flower festival were gifted to the church.

Report of the Trustees
for the year ended 31 December 2021

FINANCIAL REVIEW (continued)

Restricted funds

Flexlands School memorial fund: Following the merger of Flexlands school with Coworth Park school the parents and governors of the original Flexlands school, which had strong ties with St Lawrence Church, had agreed to fund a memorial to the school within the confines of the Church. The original donation of £2,400 has been invested in a separate deposit account, the current value being £2,836.

St Lawrence building fund (previously St Lawrence bell tower fund): Following successful fund raising the repairs to the bell tower were undertaken during 2018. The remaining surplus monies, the current value being £40,964, are held in a separate restricted fund to meet the cost of future building works at St Lawrence.

St Lawrence Friends Heritage Trust

During 2021 St Lawrence Friends Heritage Trust donated £738 to cover the cost of new lighting, £1,440 for new bell ropes at St Lawrence Church and £405 towards the boiler costs at St Saviour Church, total £2,583.

Investment property (Endowment Asset): The freehold property St Lawrence House (a block of 4 flats), is accounted for as an investment property, on the basis that, three of the flats are let on short term leases to third parties, charging commercial rents and there is no charitable element. The property is recorded at market value. The title deeds for this property are held in the name of the Guildford Diocese Board of Finance (GDBF) as a custodial asset, however custom and practice concerning historic transactions and standing instructions issued to the managing agents by the GDBF, means that the ultimate decision over the sale or granting of long leases on this asset resides with the Diocese as trustee and not the PCC. Consequently, the PCC feels that it is correct to present this asset as an endowment asset and treat it as a restricted fund.

Uninsured losses fund: The PCC continues to self-insure several items and accepts that it carries the risk of several policy excesses. The PCC considers that it has sufficient discretionary reserves to meet the risks.

Unrestricted funds

General fund: Funds derived from normal giving less general expenditure resulted in a loss of £11,585 for the year ended 31 December 2021.

Outward Giving: The PCC made donations to The Woking and Sam Beare Hospice £130, St Lawrence Church of England Primary School £3,000 (of which SHBC contributed £2,000) towards the iPad and Laptop initiative to assist with remote learning during COVID school closures and £393 for Bibles for school leavers.

ON BEHALF OF THE BOARD:

The Rev. D. Stork Banks – Trustee

A Bates – Trustee

30th March 2022

Independent Examiner's Report to the Trustees on the Accounts for the year ended
31 December 2021

I report to the Trustees on my examination of the Accounts of the Charity (No. 1128846) for the year ended 31 December 2021 set out on pages 5 to 12.

Responsibilities and basis of report

As the Charity's Trustees, 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 Trust's Accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the 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 which gives me cause to believe that in any material respect:

- the accounting records have not been kept in accordance with Section 130 of the Charities Act
- the Accounts do not accord with the accounting records
- the Accounts do not comply with the applicable requirements concerning the form and content of 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.

Ian A C Taylor CA
Chartered Accountant
Cherry Cottage
Sandpit Hall Road
Chobham
Surrey GU24 8HA

8th April 2022

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Statement of Financial Activities
for the year ended 31 December 2021

		Year Ended 31 December 2021				2020 Total funds £
	Notes	General funds £	Designated funds £	Restricted funds £	Total funds £	
INCOMING RESOURCES						
Voluntary income		85,921		2,583	88,504	80,634
Activities generating income	2	7,697			7,697	2,457
Investment income	3	40,778		1,006	41,784	40,306
	11	134,396		3,589	137,985	123,397
RESOURCES EXPENDED						
Church activities		139,822	703	2,583	143,108	143,440
Charitable giving		3,523			3,523	3,973
Depreciation		2,636			2,636	3,158
Total resources expended	11	145,981	703	2,583	149,267	150,571
NET OUTGOING RESOURCES BEFORE TRANSFERS		(11,585)	(703)	1,006	(11,282)	(27,174)
Gross transfers between funds						
Net outgoing resources before other recognised gains and losses		(11,585)	(703)	1,006	(11,282)	(27,174)
Other recognised gains and losses - Gains on investment assets	6	34,941		4,286	39,227	22,974
Net movement in funds		23,356	(703)	5,292	27,945	(4,200)
Total funds brought forward		276,407	2,680	778,508	1,057,595	1,061,795
TOTAL FUNDS CARRIED FORWARD		<u>299,763</u>	<u>1,977</u>	<u>783,800</u>	<u>1,085,540</u>	<u>1,057,595</u>

The notes form part of these Financial Statements

**PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END**

**Balance Sheet
at 31 December 2021**

31 December 2021					2020
	Notes	General fund £	Designated funds £	Restricted funds £	Total funds £
FIXED ASSETS					
Tangible assets	5	17,235			19,870
INVESTMENTS					
Investments	6	263,075		775,377	1,023,226
		<u>280,310</u>		<u>775,377</u>	<u>1,043,096</u>
CURRENT ASSETS					
Debtors	7	5,778			3,549
Loan between funds		(5,536)		5,536	
Investments	8		1,977	2,887	5,567
Cash at bank		22,989			7,799
		<u>23,231</u>	<u>1,977</u>	<u>8,423</u>	<u>16,915</u>
CREDITORS					
Amounts falling due within one year	9	(3,778)			(2,416)
NET CURRENT ASSETS		<u>19,453</u>	<u>1,977</u>	<u>8,423</u>	<u>14,499</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>299,763</u>	<u>1,977</u>	<u>783,800</u>	<u>1,057,595</u>
Provisions and creditors falling due after one year	10				
		<u>299,763</u>	<u>1,977</u>	<u>783,800</u>	<u>1,057,595</u>
NET ASSETS					
					<u>1,057,595</u>
FUNDS	11				
Unrestricted statutory		75,000			75,000
Unrestricted discretionary		224,763			201,407
Discretionary			1,977		2,680
Restricted				783,800	778,508
TOTAL FUNDS		<u>299,763</u>	<u>1,977</u>	<u>783,800</u>	<u>1,057,595</u>

The Financial Statements were approved by the Board of Trustees on 30th March 2022 and were signed on its behalf by:

The Rev. D. Stork Banks – Trustee

A Bates - Trustee

The notes form part of these Financial Statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 1997, together with applicable accounting standards and the The Charities: Statement of Recommended Practice (SORP) (FRS102) issued in July 2015.

The Financial Statements have been prepared under the historical cost convention except for the value of investment assets including investment property, which are shown at market value.

Accounting convention

The Financial Statements have been prepared under the historical cost convention, with the exception of investments including Investment property which are included at market value and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities ("The SORP").

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income and capital sources:

Collections are recognised when received by or on behalf of the PCC. Planned Giving under Gift Aid is only recognised when received.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Funds raised by fêtes, garden parties and similar events are accounted for gross.

Other ordinary income:

Rental income from the letting of Church premises is recognised when the rent is due.

Income from investments:

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year. Rents arising from the letting of investment property are accounted for on an accruals basis.

Gains and losses on investments:

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for at market value of investments at 31 December.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to headings, they have been allocated to activities on a basis consistent with the use of resources.

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities relating to the work of the Church.

The Parish Share is accounted for when payable. Any Parish Share unpaid at 31 December is provided for in these Accounts as an operational (though not legal) liability and is shown as a creditor. 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.

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Notes to the Financial Statements - continued
for the year ended 31 December 2021

1. ACCOUNTING POLICIES – continued

Tangible fixed assets

Consecrated land and buildings and moveable Church furnishings are excluded from the Accounts by virtue of S.96 (2) (a) of the Charities Act, 1993.

Asset category

Communion plate and silver
Audio visual equipment

Depreciation policy

20 years straight line
3-5 years on a straight line

Investment property

Investment property is accounted for at the market value determined by an independent valuer in 2015. The PCC has no plans to revalue these properties in the near future. Any improvements to the property will be expensed through the Statement of Financial Activities in the year incurred.

Taxation

The Charity is exempt from tax on its charitable activities.

Fund accounting

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. These Accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

2. ACTIVITIES GENERATING INCOME

	31.12.21	31.12.20
	£	£
Church hall lettings	555	896
Fees for Services	7,142	1,561
	<u>7,697</u>	<u>2,457</u>

3. INVESTMENT INCOME

	31.12.21	31.12.20
	£	£
Rents from flats	38,734	37,576
Dividends and bank deposit interest	3,050	2,730
	<u>41,784</u>	<u>40,306</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There was no Trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

**PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END**

Notes to the Financial Statements - continued
for the year ended 31 December 2021

5. TANGIBLE ASSETS

	Audio visual and office equipment	Communion plate & silver	Totals
	£	£	£
COST			
At 1 January 2021	22,043	23,384	45,427
At 31 December 2021	22,043	23,384	45,427
DEPRECIATION			
At 1 January 2021	18,649	6,907	25,556
Charge for year	1,467	1,169	2,636
At 31 December 2021	20,116	8,076	28,192
NET BOOK VALUE			
At 31 December 2021	1,927	15,308	17,235
At 1 January 2021	3,393	16,477	19,870

6. INVESTMENTS

	31.12.21 £	31.12.20 £
Investment property	740,000	740,000
Investments	298,452	283,226
	<u>1,038,452</u>	<u>1,023,226</u>

There were no investment assets outside the UK.
Investments (neither listed nor unlisted) were as follows:

	31.12.20 £	Additions/ disposals £	Recognised gains £	31.12.21 £
Investment property	740,000			740,000
CBF Capital Accumulation Units	189,022	(24,000)	27,297	192,319
COIF Charity Fund Units	94,203		11,930	106,133
	<u>1,023,225</u>	<u>(24,000)</u>	<u>39,227</u>	<u>1,038,452</u>

Investment property relates to three flats in St Lawrence House, Chobham, which are all let on commercial terms. The flats were revalued in 2015 and the PCC has no plans to revalue these properties in the near future.

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Notes to the Financial Statements - continued
for the year ended 31 December 2021

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade debtors	5,480	3,259
Prepayments and accrued income	298	290
	<u>5,778</u>	<u>3,549</u>

8. CURRENT ASSET INVESTMENTS

	31.12.21	31.12.20
	£	£
CBF - Deposit account – St Lawrence	51	51
CBF - Deposit account – Flexlands School Memorial	2,836	2,836
Barclays – Deposit Account – Flower Fund	1,977	2,680
	<u>4,864</u>	<u>5,567</u>

CBF stands for CCLA CBF Church of England. In respect of Note 11 Restricted Funds also include debtors for gift aid recoverable and cash in transit between funds at the year end.

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Other creditors	873	403
Accruals	2,905	2,013
	<u>3,778</u>	<u>2,416</u>

10. PROVISIONS AND CREDITORS DUE AFTER ONE YEAR

	31.12.21	31.12.20
	£	£
Provisions and creditors	-	-

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Notes to the Financial Statements - continued
for the year ended 31 December 2021

11. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	276,407	23,356		299,763
Designated funds				
Flower fund	2,680	(703)		1,977
Restricted funds				
Investment Property	740,000			740,000
Flexlands School memorial	2,836			2,836
St Lawrence building	35,672	5,292		40,964
	<u>778,508</u>	<u>5,292</u>		<u>783,800</u>
TOTAL FUNDS	<u>1,057,595</u>	<u>27,945</u>		<u>1,085,540</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains £	Net movement in funds £
Unrestricted funds				
General fund	134,396	(145,981)	34,941	23,356
Designated funds				
Flower fund		(703)		(703)
St Lawrence Friends Heritage Trust	2,583	(2,583)		
	<u>2,583</u>	<u>(3,286)</u>		<u>(703)</u>
Restricted funds				
Investment property				
St Lawrence building	1,006		4,286	5,292
Flexlands School memorial				
	<u>1,006</u>		<u>4,286</u>	<u>5,292</u>
TOTAL FUNDS	<u>137,985</u>	<u>(149,267)</u>	<u>39,227</u>	<u>27,945</u>

11. MOVEMENT IN FUNDS (continued)

Explanation of the movement in funds:

The PCC continues to self-insure several items and accepts that it carries the risk of several policy excesses. The PCC considers that it has sufficient discretionary reserves to meet the risks attaching thereto.

Following the death of Sandra Bedford, monies raised by Sandra mainly through the biannual flower festival were gifted to the church.

Following successful fund raising the repairs to the bell tower were undertaken during 2018. The remaining surplus monies of £40,964 are held in a separate restricted fund to meet the cost of future building works at St Lawrence.

The PCC is the beneficial owner of 3 flats in St Lawrence House; these are currently let on commercial terms to third parties. These properties are treated as Investment properties. The title deeds to the freehold of the building and the land are recorded as being in the name of The Guildford Diocese Board of Finance (the "GDBF"). In addition, the GDBF has issued standing instructions to the managing agents and has directly controlled previous significant transactions in relation to the leases. This leads the PCC to believe that it does not have control over the disposal or the granting of long leaseholds on these properties. Consequently, the PCC believes the correct accounting treatment is to account for these flats as endowment assets within restricted funds.

PAROCHIAL CHURCH COUNCIL OF ST LAWRENCE
CHOBHAM WITH ST SAVIOUR VALLEY END

Detailed Statement of Unrestricted Financial Activities
for the year ended 31 December 2021

	31.12.21 £	31.12.20 £
INCOMING RESOURCES		
Voluntary income		
Direct credits	45,006	51,010
Yellow envelope	3,963	2,338
Plate	4,874	2,948
Other donations	13,961	2,384
Income tax recoverable	14,437	13,986
Legacies	-	-
Other giving	6,263	2,000
	<u>88,504</u>	<u>74,666</u>
Activities for generating funds		
Church hall lettings	555	896
Fees for services	7,142	1,561
	<u>7,697</u>	<u>2,457</u>
Investment income		
Rents from flats	38,734	37,576
Dividends and bank deposit interest	3,050	1,821
	<u>41,784</u>	<u>39,397</u>
Total incoming resources	<u>137,985</u>	<u>116,520</u>
RESOURCES EXPENDED		
Costs of generating voluntary income		
Church and hall maintenance and running expenses	12,998	13,279
Church insurance	5,343	5,222
Parish share	91,207	88,276
Clergy Expenses	3,111	736
Parish Office	4,735	2,334
Tea Service	-	9,997
Organist and Music	5,268	5,077
Church and hall utility cost	6,070	4,598
Web site	-	263
Flowers at Weddings	703	-
Upkeep of vicarage	1,652	160
Church hall costs	-	-
Bank charges	-	191
Sundries	287	-
Commission, legal fees, maintenance and insurance – flats	11,734	10,479
	<u>143,108</u>	<u>140,612</u>
Charitable activities		
Grants and charitable giving	3,523	3,973
Governance costs		
PCC expenses and supplies	-	-
Finance		
Depreciation of tangible fixed assets	2,636	3,158
Gain on disposal	-	-
Total resources expended	<u>149,267</u>	<u>147,743</u>
NET OUTGOING/INCOMING RESOURCES BEFORE TRANSFERS	<u>(11,282),</u>	<u>(31,223)</u>

This page does not form part of the statutory Financial Statements