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### **SEALE, PUTTENHAM & WANBOROUGH PAROCHIAL CHURCH COUNCIL ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 DECEMBER 2020**

#### **INTRODUCTION**

In compliance with the Church Accounting Regulations 2006, the Parochial Church Council (PCC) of Seale, Puttenham & Wanborough have prepared this report and the attached financial statements.

The report summarises the activities and plans of the PCC, who now submit it for review by parishioners at the Annual Parochial Church Meeting (APCM) to be held on Thursday 20th May at 7pm online with Zoom.

#### **ADMINISTRATIVE INFORMATION**

##### **Parochial Church Council**

The Parochial Church Council is a body corporate established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956). The PCC is now a registered Charity (Charity No: 1129466). During 2020, the following were members:

Rector: The Revd. Stephen Thatcher

Curate: The Revd. Philip Roche

##### **Churchwardens:**

- |                       |   |
|-----------------------|---|
| - Seale and The Sands | Ann Payne<br>Sue Weir   |
| - Puttenham           | Andrew Baxter   |
| -                     | Mary-Claire Cook (Assistant Churchwarden)                                       |
| - Wanborough          | Anne Concanen (Vice Chair/ Deanery Synod Representative (elected October 2020)) |

##### **Elected Members:**

- |                       |  |
|-----------------------|--|
| - Seale and The Sands | Bill Biddell (elected October 2020)<br>Mike Thorpe (elected 2019)          |
| - Puttenham           | Rhona Conn (elected October 2020)<br>David Melville (elected October 2020) |
| - Wanborough          | Dee Bramley (elected October 2020)<br>David Wilson (elected October 2020)  |

##### *Additional ex-officio members:*

The Rev. Philip Roche  
Chris Tuckwell  
Sarah Webster (Deanery Synod Representative (elected October 2020))  
Vacancy for one more representative

PCC Secretary: Dee Bramley

The appointment of members of the PCC is governed by and set out in the Church Representation Rules.

## RECTOR'S REPORT

The last APCM was extended into October because of the Covid crisis, so this APCM is an account of the year telescoped into six months. Even though we were unable to physically meet in our churches for most of the time, yet we managed to keep our gathered fellowship together electronically through ZOOM. This was a challenge for many of us not least for our congregations less familiar with digital ways however after a little practice we ironed out the snags and worship has been maintained and enjoyed using this medium. I want to thank Marcus Bateman, Phil and Helen Roche for hosting our services and making all our service liturgies available online. We have managed to attract some new people to our digital congregations and some of the festival day services have been particularly creative. Our parish organist has kept us refreshed with hymns and recordings for both the physical and remote church services... thanks Geoff.

We have missed officiating at the occasional offices and our live connections with the care homes, schools etc, though we were able to make some electronic links. It has been a challenging time for them all but we extend our fullest compliments to all the staff for the positive and constructive ways in which they have managed the pandemic lockdowns. We also acknowledge and express a real sense of gratitude for the Covid care groups operating in the parishes who have been an invaluable help to our more vulnerable members of the community. We extended sympathies and remembered in a prayer vigil all those who lost lives to Covid 19 and continue intercessions for all those who continue to suffer the long term effects of the illness.

It is heartening to note that our finances have improved since the last report with several generous donations received along with some increases in regular giving. Most significantly Glebe Cottage was made available for rental income after significant improvements to the building under the charitable goodwill and property expertise of Alan Chandler and his team of helpers. It is reassuring that we are now able to keep this important asset in the inventory of the church and to make purposeful use of the income. Many thanks to The Focus Group headed up by Mike Thorpe who were able to work successfully towards this positive outcome. The outstanding debts on our annual quota are now being reduced and with consistency in giving and a focus on fundraising in the future we should soon be able to get into the black with the diocese.

There are several fabric projects already reported that loom large on the horizon some of which have been inspected and reveal complications and costly procedures for repair. The old wall at the North sector of Seale Churchyard is crumbling in parts but to access it for repair the earth on the churchyard side will require excavating up to a metre and this involves an archaeological survey and specialist civil engineering works. Pointing repairs needed to the church tower and walls including repairs to the tracery at Puttenham church may prove less costly by comparison. We always appreciate the help we receive from the Friends of all three churches in helping us to meet to care for our beautiful churches. The restoration of the church Pipe organ at Puttenham now complete is a joy to report and the generosity of the FOPC and so many generous donations etc have made this possible.

In this paragraph I want to prayerfully record the passing of a number of very loyal church Members: Gabrielle Elizabeth Thornton, Evelyn Gray Gaff, Jean Ford, Mary (Molly) Constance Avenell, Joy Brice, Col.S.G Lorimer and to pray for the repose of their departed souls. Finally, thanks and appreciation are extended to our dedicated Ministry Team, Churchwardens and SPW PCC members, all of whom have worked tirelessly during challenging lockdown and restricted times. A report like this can only capture the tip of the iceberg of the many good things that happen in the parish throughout the year, and we recognise that so much hard work is done below surface which is unseen. To all those faithful and dedicated doers and workers in God's vineyard not named, bless you and thank you. I leave you with the scripture text on the report front cover may it inspire you as we invite you to support our mission and ministry within SPW with confidence, Joy and enthusiasm.

### REPORT EDITOR

On behalf of the APCM, I want to commend Anne Concanen and convey our sincere thanks to her for marshalling the Annual Church Report and all contents into a very readable Annual Report booklet.

With My Prayers and Blessings,  
Rector

## MEETINGS *Anne Concanen*

This has been a difficult year for meetings but the PCC has been very busy acting on behalf of all our parishioners and you can be assured that we have been endeavouring to work in your very best interests. There were 4 full meetings of the PCC during 2020, two in person and two via Zoom. In addition, the members of the PCC have been asked to scrutinize many different documents and have been making electronic resolutions throughout the year. Also the Finance and Focus Group has been working very hard to give the best advice possible on finance and property issues.

A great deal of time was spent considering ideas to relieve the severe financial situation of the Parish and how best to utilise our only real asset, Glebe Cottage (see finance). With the guidance of our Focus Group, the PCC debated over a series of propositions ranging from selling immediately to renting for perpetuity. The result of discussion was that the PCC voted in favour of renting out the property for 12 months and then looking at further options under a review.

The PCC meetings covered many different areas of business but the issue of maintaining church services during Covid restrictions was vital. The PCC were required to follow government and church of England mandates and were left with a mixture of Zoom services, some physical church services and restricted times for opening the churches for private prayer. Other issues discussed and dealt with ranged from safeguarding, health and safety, general church maintenance and appointing a new church architect and most importantly looking at the wonderful ideas in the Mission and Ministry plan and how they can be implemented. Despite all the important decisions and resolutions that had to be passed, The PCC was able to grant a gift of hand bells to Seale Village Pre-School.

The PCC were very sad to hear of the death of Evelyn Gaff, their fellow PCC member, who died in July. She was a stalwart member of the PCC defending the interests of Puttenham, the choir and church music to the very best of her ability. She and her beautiful voice will be greatly missed.

## SAFEGUARDING *Sue Weir*

As a United Parish we have a duty of care to ensure the protection of the vulnerable in our community. To this end we will promote a safer church for ALL. To date there have been no concerns raised. Currently every member of the PCC has completed the online Core 0 Basic Awareness Training.

As the Safeguarding Office I am here to respond to any concerns about children or adults in the parish to make sure that proper advice is sought and correct referrals are made. I wish anyone to report all historic or current matters relating to concerns and allegations of abuse by or against church officers to me and in liaison with the incumbent, I will refer to the Diocesan Safeguarding Advisor.

There is also a requirement to ensure that any outside organisation which hire any of the Church premises complies with the parish Safeguarding Policy for children, young people and vulnerable adults unless the organisation has a policy of its own.

## THE ELECTORAL ROLL

The Electoral Roll numbers up until December 2020

	Dec 2019	April 2020	Dec 2020
Total on ER	125	130	122
Number outside Parish	32	38	38
Seale/Sands total	75	80	75
Seale/ Sands outside Parish	22	28	28
Puttenham total	34	34	31
Puttenham outside Parish	4	4	4
Wanborough total	16	16	16
Wanborough outside Parish	6	6	6

**The electoral roll reflects the death of several staunch church members and few movements out of the United Parish.**

## **CHURCH ATTENDANCE IN 2020**

A return was made to the National Church statistics office, which recorded attendances at both physical church and virtual church services. During the peak of church closures, we were able to maintain an average attendance via Zoom of 35-45 worshippers across morning and evening services. This statistic compares favourably with other churches in the diocese and the parish of SPW within the means of its resources was one of the last parishes to physically close churches in the deanery and one of the first to re-open. All weddings and baptisms were postponed to 2021. Funeral services at the crematoriums were particularly busy during the lockdown period.

## **YOUNG FAMILIES**    *Helen Roche - Lay Minister*

Christmas Nativity 2020

It was with great joy and community spirit that we held our first online Christmas nativity this year. Circumstances dictated distancing measures but the church family rose to the challenge. Each part of the traditional story was acted out by a different household on zoom, bringing great joy and humour while still carrying the sensitivity of Christ's birth story. It was truly an all age affair from our youngest parish member playing a lamb alongside grandparents playing shepherds. Several roles were read and acted brilliantly by new church members, new friends that we have all enjoyed making welcome during this most difficult of times. It was wonderful to see whole families dressing up and throwing themselves into the roles with great creativity and style.

A huge thankyou to everyone who took part and joined in the carols as we celebrated Jesus birth, as a family together. A special mention must be made of Bill and Bridget's donkeys who made personal appearances via zoom and charmed their way into everyone's hearts!

Although this was not our usual nativity service it was a really happy celebration and has opened the way for new possibilities in the future both online and in person, thanks to the joyous giving of families time and efforts. Thank you to everyone!

## **PARISH BIBLE STUDY**    *Marion Thorpe*

We were only able to hold a couple of our regular monthly meetings at the beginning of 2020, and then, due to the regulations concerning Covid 19, our regular meeting place in The Church of The Good Shepherd in Sands was not available. However, we were able to continue individually with our BRF studies (New Daylight), on the understanding that members of the group could contact me with any queries.

We will be meeting via ZOOM from the end of March 2021.

## **"OPEN THE BOOK"**    *Anne Concanen*

"Open the Book" was developed by the Bible Society to present Bible stories to children in schools in enjoyable and imaginative ways. Under the auspices of the PCC, our Parish "Open the Book" volunteers have been taking "Open the Book" assemblies in Puttenham School since January 2017. From January 2020 until the middle of March 2020 the 3 different Teams presented a weekly story from the New Testament to the children. However, the advent of Covid regulations from then on stopped these activities.

Later on in the year we did experiment with animated stories with voice overs by the volunteers. These the children could see on a screen in their classrooms. "Jonah the Groaner" was definitely our finest hour and was great fun too. We hope to carry on with the animated stories in 2021 but nothing beats actually being with the children and we are looking forward to a time when the teams can go back into school again.

I would like to thank everyone for their time, efforts, ingenuity and of course sense of humour. I would be very pleased to hear from anyone else who is interested in helping us.

## **MUSIC IN THE PARISH** *Geoff Graham*

Since singing has been virtually outlawed since March 2020, there is little to report. Both our choirs are waiting patiently for some relaxation of the Covid regulations. Hymns are limited to recordings, mainly downloaded from Amazon, and some YouTube videos.

During the year, we lost two of our most committed choir members: Molly Avenell and Evelyn Gaff. Evelyn was undoubtedly the driving force behind Puttenham choir for many years, and – having joined in childhood, Molly's length of service was utterly exceptional. Both are sadly missed.

On a happier note, 2020 saw the completion of the renovation of the Puttenham organ, and we are extremely grateful to the Friends of Puttenham Church, and all who raised and or donated funds to make this venture possible. Thank you.

## **PUTTENHAM AND SEALE BELL TOWERS** *Andrew Baxter, Kevin Green*

Very little ringing took place in 2020 because of the various lockdowns and requirement for distancing. Until March we had continued the system of joint practices with Seale, Puttenham and Compton, which sees at least one joint practice at both Puttenham and Seale in the month.

In mid-March, just before lockdown, the Guildford Guild 6 bell striking competition was held at Puttenham.

For the remainder of the year no bells were rung apart from occasional chiming for a Sunday service.

## **HEALTH & SAFETY**

All risk assessments have been carried out in the 4 churches including churchyards and curtilage.

PAT testing is up to date on all electrical equipment and fire extinguisher and alarms are in good working order.

## **FABRIC MAINTENANCE**

**Church Architect:** Our Inspecting Architect in 2020 was Adam Hieke, R.I.B.A. of Godalming.

### **Seale and The Sands** *Ann Payne*

#### **The Church of St Laurence**

The church was closed from March – December 2020, opening for two funerals, six church services, general maintenance and private prayer once a week.

The grass in the churchyard was maintained regularly during the summer and the contract completed in September 2020.

#### **The Church of the Good Shepherd**

The church was shut from March 2020, opening only for private prayer twice weekly, an overnight stay of a coffin in the chancel and general maintenance.

The Shepherd's Rest Café was also closed but fundraising continues.

The grounds continue to be maintained by volunteer workers.

**Puttenham** *Andrew Baxter*

### **The Church of St John the Baptist**

With the arrival of Covid-19 and the lockdown in March, the church spent much of the rest of the year either fully or partially closed

#### **Organ restoration**

The process of cleaning and minor refurbishment of our pipe organ had been agreed and a contract signed with F H Browne & Sons at the end of 2019, with an agreed aim of returning the organ to service by Easter 2020.

The work started in February 2020 and by the time of the lockdown in March the great majority was complete. However, because of closure of the church and working restrictions on the organ builder it took the rest of the year to finish off the remaining items. The organ is now back in use and looking splendid with its new paintwork and pipe gilding, and with improved sound quality and playing experience. There remains even now a small amount of electrical work to finish.

**Wanborough** *Anne Concanen*

### **The Church of St Bartholomew**

It was with great sadness that, due to the Covid restrictions, we locked the Church at Wanborough in March 2020. It was fully closed for some months but later opened for two hours twice a week for private prayer. Two Zoom services were broadcast from there including Communion and the annual Candlelit Carol Service.

The church was unable to open for the Heritage weekend and so a short video was posted "Take a Walk in the Past" to allow people visiting the Heritage Website to find out more about Wanborough Church and its history.

During 2020 general maintenance work was done including PAT testing, servicing the boiler and the fire extinguishers.

In December a new water leak appeared in the churchyard at the west end. This will be located and mended in the new year. The Church is also due a Quinquennial inspection in 2021.

**PUTTENHAM SCHOOL HOUSE** *John Hewitson*

The Management Committee was established in 1987 by the PCC to look after School House and supervise the letting of this listed building when not required for the use of the Head Teacher of Puttenham Church of England School. It reported a cash balance of £26,197 in its sinking fund at the end of 2020 and expects to incur significant expenditure on roof repairs and decoration over the coming months. (*N.B. Funds mentioned here are not reported as part of the Annual Accounts*)



**Puttenham  
Church of England School**



**Headteacher: Anna De Filippis**

## **News from Puttenham CofE Infant School**

### **Academic Year 2020**

We currently have 102 children on roll. The school went through a consultation in 2020 to reduce our Published Admission Number (PAN) from 40 to 30 children. This will come into effect from September 2022.

#### **Remote learning**

The school needed to set up systems and procedures to ensure children continued to receive education during the lockdown periods. We enrolled onto two on-line communication systems Tapestry and ClassDojo to send lesson plans, resources, learning videos and messages. The children were able to respond by uploading their learning and send messages. The teachers also set up zoom sessions to keep in touch with the families. During this time, the school remained open for the children of critical workers and vulnerable children. The workload for all school staff increased greatly as we ensured that high quality education continued for all at home and at school. The school have been greatly aware of the mental health of children and adults and offered support both during and after lockdown. It has been a very challenging time for schools as we very quickly needed to put in new systems in place, learn new IT skills and work in a very different way.

#### **New academic year – September 2020**

In September 2020 the school reopened fully and all the children returned to school. Many preventative measures were put into place. The school continued to operate in a bubble system and a robust cleaning/sanitising regime was put in place, mainly carried out by the school staff.

The children were assessed for any learning gaps from the lockdown and a contingency plan to support learning was put in place.

We were able to carry out some of our usual activities in a Covid-secure way such as Christmas lunch and parties. Wintershall carried out an Advent workshop with the children. The school closed for the Christmas holiday on the 18<sup>th</sup> December and the country went into another lockdown.

#### **GODALMING DEANERY SYNOD 2019** *Anne Concanen*

Plans were made to hold the first meeting of 2020 in March but this was cancelled due to the Covid "lockdown" regulations. As a result, Godalming Deanery Synod did not meet at all during 2020.



## **VILLAGE NEWS** *Jane Randell (Lead Editor)*

The Village News has continued to be produced and delivered on a monthly basis throughout the pandemic regardless. We were fortunate that the printers continued the monthly print run since many other printers stopped working during the lockdown.

The number of copies has not changed however the spare copies usually left in the churches and Manor Farm teas rooms have not been used. Articles for inclusion have been considerably reduced and quizzes etc have been used to fill up unused space in order to maintain the size of the magazine, which has only been reduced by 4 pages.

Christine Hollingworth has given up as editor after six years and has been replaced by Mary Adkins joining Dee Bramley, Simon Prichard and Jane Randell who take it in turns to produce each magazine.

The financial situation in October 2020 again enabled the editors to agree to donate £1,000 to SPW PCC, £200 to Phyllis Tuckwell and £100 each to Seale Village Hall, the Marwick Hall, Wanborough Village Hall and The Sands Room. It was also agreed that there was no requirement to increase in the cost of the adverts or the cost of the magazine. At December 2020 the accounts showed that there would be a surplus of about £200 assuming no advertising income had been received.

## **FUNDRAISING EVENTS DURING 2020**

Due to the Covid pandemic restrictions, no fundraising events took place after March. However, in February there was a very enjoyable Melville recital. Money raised at this and other donations went towards the Puttenham Organ Fund. There was also a donation to The Sands Church extension.



## **REVIEW OF FINANCE** *Mike Thorpe*

### **FINANCE COMMENTARY FOR YEAR ENDED 31/12/2020**

2020 was a difficult year in financial terms. Due to the covid pandemic, our income from collections at services and fundraising events was significantly reduced. This was mitigated by a very good response to the PCC's appeal to electoral roll members for donations.

In December, work began to prepare Glebe Cottage for the rental market. We are indebted to a group of volunteers who gave generously of their time and talents, under the leadership of Alan Chandler, to refurbish the property at no cost to the parish.

The PCC discussed the need to increase fund raising generally and agreed on a strategy of trying to develop a limited number of significant events that become part of the local calendar, once normal social activities become possible again.

The PCC discussed our financial position with the Diocese who agreed that we could delay the payment of the parish share that was due for the fourth quarter of 2020.

For the first time, The Sands restricted fund is shown in the accounts because, after discussion with our independent examiner, it was felt that it has reached the point where its inclusion is appropriate.

### **RESERVES POLICY**

In accordance with Charity Commission rules we are required to state our policy for the management of our reserves:

**Investment policy:** The PCC appointed an Adviser from the Guildford branch of Investec Wealth Management to manage our investment assets. Members of the PCC Finance Committee meet him on a regular basis to discuss investment strategy.

**General Reserves Policy:** The PCC aims to hold general unrestricted funds sufficient to meet six months running costs. It looks to fundraising and donations to meet the majority of normal running costs, however due to ever increasing running costs our general income is insufficient for the day to day expense, so we need a reserve to fall back on. We were forced to close our general reserve fund due to the sum remaining being too small to be economically managed and due to falling income we have been unable to rebuild this reserve

**Restricted Reserves Policy:** These funds are from historical legacies which are restricted to the upkeep of Puttenham and Seale churches and are held in secure investments with the aim of achieving some income and growth; these funds are used for the general maintenance of these churches and churchyards. The investments are held such that should there be a cash requirement it can be readily realised.

**The Annual Accounts for 2020 follow in section D**

**SEALE, PUTTENHAM and WANBOROUGH  
PAROCHIAL CHURCH COUNCIL**

**FINANCIAL STATEMENTS for the year ended  
31st DECEMBER 2020**

**Bank**

Lloyds Bank plc  
Castle Street, Farnham

**Financial Adviser**

Investec Wealth & Investment  
Walnut Tree Close, Guildford

**Independent Examiner**

Mr Jeremy McIlroy  
The Street, Puttenham

**Acting Treasurer**

Mr Michael Thorpe  
Delamere House, Runfold

**Independent Examiner's report to the PCC of Seale, Puttenham & Wanborough**

I report on the accounts for the year ended 31st December 2020 which are set out on pages 2 to 6

**Respective responsibilities of the PCC and the Independent Examiner**

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

It is my responsibility to

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

**Basis of this report**

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

An examination includes a review of the accounting records kept by the charity and a comparison of the

**Independent examiner's statement**

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

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

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

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

Signed



Jeremy McIlroy

Date:

February 10, 2021

## SEALE, PUTTENHAM AND WANBOROUGH PAROCHIAL CHURCH COUNCIL

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31ST DECEMBER 2020

Description	Note	Unrestricted Funds	Puttenham Restricted Funds	Seale Restricted Funds	Sands Restricted Funds	TOTAL	
						2020	2019
(see accounting policies)							
INCOMING RESOURCES							
Voluntary income	2a	£70,154	£18,790	£4,861	£8,630	£102,435	£78,716
Activities for generating funds	2b	£66	£0	-	-	£66	£11,921
Income from Investments	2c	£2	£1,936	£1,051	-	£2,989	£4,283
Church Activities	2d	£1,900	-	£21	-	£1,921	£5,877
Other incoming resources	2e	£0	-	£0	-	£0	£250
TOTAL INCOMING RESOURCES		£72,122	£20,726	£5,933	£8,630	£107,411	£101,047
RESOURCES EXPENDED							
Church Activities	3a	£80,530	£28,365	£12,008	£133	£121,036	£121,334
Generation of Voluntary income	3b	-	-	-	-	-	-
Fund-raising costs	3c	-	-	-	-	£0	£671
Other outgoing resources		(£16)	-	£16	-	£0	£317
TOTAL RESOURCES EXPENDED		£80,514	£28,365	£12,024	£133	£121,036	£122,322
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES							
		(£8,392)	(£7,638)	(£6,091)	£8,497	(£13,624)	-£21,275
GAINS AND LOSSES ON INVESTMENTS							
on disposal		-	(£161)	£164	-	£3	£3,005
on revaluation	6c	-	£568	£1,577	-	£2,145	£15,655
NET MOVEMENT IN FUNDS		(£8,392)	(£7,231)	(£4,350)	£8,497	(£11,476)	-£2,614
BALANCES BROUGHT FORWARD AT 1st JAN		£9,739	£79,056	£70,105	£26,301	£185,200	£161,514
BALANCES CARRIED FORWARD AT 31st DEC		£1,347	£71,825	£65,755	£34,798	£173,725	£158,900
BALANCE SHEET AS AT 31ST DECEMBER							
FIXED ASSETS							
Investment assets	6c	£0	£68,113	£53,382	-	£121,495	£130,273
CURRENT ASSETS							
Debtors		£2,275	£389	£515	-	£3,179	-
Short term deposits							
CBF deposit		£530	-	£11,377	-	£11,907	£12,077
Investec Deposit		-	£1,103	£606	-	£1,709	£2,229
Cash at banks		£14,024	£4,766	£40	£34,798	£53,628	£14,011
Cash in hand		£19	-	-	-	£19	£310
LIABILITIES							
Amounts falling due within one year	5	(£15,501)	(£2,546)	(£165)	-	(£18,212)	-
NET CURRENT ASSETS		£1,347	£3,712	£12,372	£34,798	£52,230	£28,627
NET ASSETS		£1,347	£71,825	£65,755	£34,798	£173,725	£158,900
FUNDS							
Unrestricted		£1,347	-	-	-	£1,347	£9,739
Puttenham Restricted Funds		-	£71,825	-	-	£71,825	£79,056
Seale Restricted Funds		-	-	£65,755	-	£65,755	£70,105
The Sands Restricted Funds		-	-	-	£34,798	£34,798	-
		£1.347	£71,825	£65,755	£34,798	£173,725	£158,900

## Notes to the Financial Statements for the year ended 31 December

### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. Glebe Cottage is shown at nil cost having been gifted to the PCC as disclosed at note 6(b). The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

#### Funds

Restricted funds represent (a) income from trusts or endowments which may be expended only on those objects specified in the terms of the trust or bequest and (b) donations or grants received for specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund.

The PCC accounts disclose restricted funds for St Laurence Church, Seale, The Church of the Good Shepherd, The Sands and St John the Baptist Church, Puttenham.

The restricted funds comprise

#### Seale & Sands

Seale Flower Fund	Seale was left a legacy in 2003 to ensure there are always flowers in the church, this fund is included in the Seale PCC account
Former Seale Grave Trusts	A number of small trusts, set up to look after specific graves, were wound up in 2008 and the capital transferred to Seale PCC this is included in the investments with Investec.
Ann Mitchell Fund	Seale PCC was left a legacy in 2004 by Ann Mitchell for the upkeep of Seale Church and its churchyard. This money is invested by Investec and is used for the upkeep and maintenance of Seale church and churchyard.
Seale Education Fund	Part of the capital from the sale of Seale School was put into a charity for educational purposes for Seale Parish; in 2015 due to administration problems the charity was closed and the funds of £13,700 were transferred to a Seale PCC deposit account where it is used to cover PCC educational expenses.
Sands Fabric Fund*	The PCC was given a donation from the family of Alison Ball for the upkeep and maintenance of the Church of the Good Shepherd in the Sands.
Sands Church Extension Appeal Fund*	This appeal fund was started by Ann Payne to raise funds to pay for the planned extension to the Church of the Good Shepherd in The Sands. *After discussion with the PCC and the Independent Financial Examiner these two funds are reported within the accounts for the first time. Comparative figures for 2019 have not been adjusted.

#### Puttenham

Hugh Morgan Fund	In 1994 Puttenham PCC received a bequest from Hugh Morgan of one half of his residual estate to be applied for such of the purposes of Section 5 of the PCC (Powers) measure 1956 as are charitable, with a wish (not binding) that it be used for the benefit of choir, organist and promotion of music in Puttenham church. This money is invested by Investec and is used for the upkeep and maintenance of Puttenham church.
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Unrestricted funds are available for all ordinary purposes of the PCC.

#### Incoming Resources

All incoming resources are accounted for when they are received

#### Resources expended.

All expenditure is accounted for when it is incurred and is accounted for gross

#### Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993

#### Movable church furnishings

Movable church furnishings held by the Rector and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected at any reasonable time. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statement. Subsequently no individual item has cost more than £1000 so all such expenditure has been written off when incurred.

Investments are valued at market value at 31st December

2. INCOMING RESOURCES		Unrestricted Funds	Puttenham Restricted Funds	Seale Restricted Funds	Sands Restricted Funds	TOTAL	
						2020	2019
<b>2(a) Voluntary Income</b>							
Planned giving							
Gift Aid Donations		£40,362				£40,362	£46,216
Tax recovered		£10,535				£10,535	£12,804
Other		£4,588				£4,588	£4,508
Collections at services		£2,372				£2,372	£8,349
Gift Days & Sundry Donations		£12,297	£14,625	£4,861	£5,630	£37,412	£3,190
Grants			£4,166		£3,000	£7,166	£1,149
Legacies						£0	£2,500
Total		£70,154	£18,791	£4,861	£8,630	£102,436	£78,716
<b>2(b) Activities for generating funds</b>							
Fund-raising - Ride in park						£0	£0
Christmas Fair						£0	£2,438
Tower Cafe						£0	£281
Film Night						£0	£778
Flower Festival						£0	£2,643
Other	£66					£66	£107
Summer Show						£0	£204
Organ Restoration						£0	£5,470
Total		£66	£0	£0		£66	£11,921
<b>2(c) Income from Investments</b>							
Bank Interest		£2	-	£48		£51	£97
Other Investment Income			£1,936	£1,003		£2,939	£4,187
Total		£2	£1,936	£1,051		£2,989	£4,284
<b>2(d) Income from church activities</b>							
Bookstall		£10				£10	£1,041
Fees		£1,890		£21		£1,911	£4,836
Total		£1,900	£0	£21		£1,921	£5,877
<b>2(e) Other Incoming Resources</b>							
Legacy to Seale Ed Fund						£0	£250
Total		£0	£0	£0		£0	£250
<b>TOTAL INCOMING RESOURCES</b>		<b>£72,122</b>	<b>£20,726</b>	<b>£5,933</b>	<b>£8,630</b>	<b>£107,412</b>	<b>£101,048</b>

3 RESOURCES EXPENDED		Unrestricted Funds	Puttenham Restricted Funds	Seale Restricted Funds	Sands Restricted Funds	TOTAL	
						2020	2019
3(a) Church activities							
	Missionary and Charitable giving					£0	£100
	Others						
	Total	£0	£0	£0		£0	£100
	Ministry: Parish Share	£75,638	-			£75,638	£82,753
	Other ministry costs	£1,749	-			£1,749	£2,322
	Church: Utilities	£328	£2,619	£2,276		£5,223	£5,880
	other running costs	£0	£1,859	£1,920	£133	£3,912	£4,845
	maintenance costs	£1,386	£956	£2,934		£5,276	£4,140
	Upkeep of services	£823	£69			£891	£1,952
	Upkeep of Churchyard		£175	£2,280		£2,455	£5,584
	Books etc		-	£230		£230	£208
	Payments for provision of services	£11	£1,865	£2,026		£3,902	£7,112
	Costs related to other church property	£434	-			£434	£426
	Admin, Printing and Stationary	£39	-			£39	£342
	Bank charges & Management Fees	£123	£271	£342		£736	£992
	Total	£80,530	£7,814	£12,008	£133	£100,485	£116,556
	Major Works						
	Puttenham		£20,551			£20,551	£4,678
	Total	£0	£20,551	£0		£20,551	£4,678
3b							
	Fund-raising costs						
	Expenses at Fundraising events					£0	£575
	Envelopes					£0	£96
	Other						
	Repayments from Seale Ed Fund	(£16)		£16		£0	£317
	Total	(£16)	-	£16		£0	£988
	TOTAL RESOURCES EXPENDED	£80,514	£28,365	£12,024	£133	£121,036	£122,322

#### 4 Services Provided

The PCC employs, on a part time basis, a Director of Church Music. The payment for the Director of Music is shared between the restricted funds of Puttenham and Seale to a maximum of £2076 each with the remainder being sourced from the general fund.

No payments were made to members of the PCC apart from the reimbursement of expenses.

#### 5 LIABILITIES

	Unrestricted Funds	Puttenham Restricted Funds	Seale Restricted Funds	Sands Restricted Funds	TOTAL	
					2020	2019
Amounts falling due within one year	£15,501	£2,546	£165		£18,212	-

#### 6 FIXED ASSETS FOR USE BY THE PCC

##### a Tangible fixed Assets

##### b Property

Glebe Cottage, which was built in 1936 on Glebe Land purchased from the Rector, was gifted to the Parish for use by the Parish Clerk or Verger of St Laurence Church, Seale. A valuation of £700,000 for the property was obtained in spring 2020. It is held in trust by the diocese. Having taken legal advice, and with the approval of the diocese, the PCC intends to rent out the property under an assured shorthold tenancy agreement and is actively seeking a tenant.

##### c Investment fixed Assets

	Unrestricted Funds	Puttenham Restricted Funds	Seale Restricted Funds	Sands Restricted Funds	TOTAL	
					2020	2019
Movements in the year:						
<b>Market value at 1st January</b>		£75,995	£54,278		£130,273	£124,855
Purchases at cost, less disposals at carrying value						
General Fund					-	-
Restricted Fund - Puttenham		£11,142			£11,142	£17,338
Seale		(£19,592)			(£19,592)	(£16,227)
Disposals						
Purchases			£3,023		£3,023	£0
Disposals			(£5,496)		(£5,496)	(£11,348)
Annual revaluation						
General Fund Shares						
Puttenham Restricted Shares		£568			£568	£7,392
Seale Restricted Shares			£1,577		£1,577	£8,263
<b>Market value at 31st December</b>	£0	£68,113	£53,382	£0	£121,495	£130,273

##### Holdings as at 31st December

##### Puttenham Restricted Funds

##### Hugh Morgan Legacy Fund

950 shares in CBF Investment Fund inc	£10,015	£10,015	£18,508
5245 shares in COIF Fixed Interest Fund	£7,502	£7,502	£15,308
2500 Schroders Charity Equity Fund	£8,805	£8,805	£10,490
3750 Kames Capital plc Ethical Corp Bond	£4,164	£4,164	£3,965
2255 Greencoat UK Wind plc 0.01p ord	£3,024	£3,024	£6,008
£4000 Canadian Imperial bank	£3,832	£3,832	£3,951
2100 Aberdeen Std Gbl Ethical equity	£5,356	£5,356	£4,695
3100 Target Healthcare	£3,528	£3,528	£3,588
3630 BMO Global Equity	£5,663	£5,663	£4,708
1200 BMO UK Equity	£4,532	£4,532	£4,774
17 I Shares li PLC	£3,035	£3,035	-
2750 Royal London AM Ethical Bond	£3,377	£3,377	-
1015 Henderson Investment Janus Gbl	£5,280	£5,280	-

##### Seale restricted Funds

##### 5520 BMO Global Equity

£8,611	£8,611	£7,159
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##### Ann Mitchell Fund

3250 Empiric Student prop	£2,421	£2,421	£3,167
4000 Aviva Investors Funds lcv	£3,296	£3,296	£3,527
2405 BMO UK Equity	£4,209	£4,209	£4,834
6500 Kames Capital Ethical Corp Bond	£7,218	£7,218	£6,873
2250 Kames Capital Ethical Corp Equity	£5,650	£5,650	£5,697
6250 Royal London Ethical Bond	£7,675	£7,675	£7,338
2260 Rlum RL Sustainable	£4,884	£4,884	£4,789
3000 Greencoat UK Wind 0.01pOrd	£2,199	£2,199	£2,463
2255 Henderson Investment Funds Global care	£3,887	£3,887	£8,431
1040 Edentree Investments	£3,332	£3,332	-
	£0	£68,113	£53,382
	£0	£121,495	£130,273

##### d DEBTORS

Sundry	£2,275	£515	£389	-	£3,179	-
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**SEALE, PUTTENHAM and WANBOROUGH  
PAROCHIAL CHURCH COUNCIL**

**FINANCIAL STATEMENTS for the year ended  
31st DECEMBER 2020**

**Bank**

Lloyds Bank plc  
Castle Street, Farnham

**Financial Adviser**

Investec Wealth & Investment  
Walnut Tree Close, Guildford

**Independent Examiner**

Mr Jeremy McIlroy  
The Street, Puttenham

**Acting Treasurer**

Mr Michael Thorpe  
Delamere House, Runfold

**Independent Examiner's report to the PCC of Seale, Puttenham & Wanborough**

I report on the accounts for the year ended 31st December 2020 which are set out on pages 2 to 6

**Respective responsibilities of the PCC and the Independent Examiner**

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

It is my responsibility to

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

**Basis of this report**

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

An examination includes a review of the accounting records kept by the charity and a comparison of the

**Independent examiner's statement**

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

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

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

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

Signed



Jeremy McIlroy

Date:

February 10, 2021