

St Andrew & St Mark Surbiton

2022

**Annual Report of
the Parochial Church Council
Churchwardens' Fabric Report
Financial Statements**

Registered Charity Number: 1130093

Address: The Parish Office, St Mark's Church, St Mark's Hill, Surbiton, Surrey, KT6 4LS

The Parish of St Andrew and St Mark, Surbiton

Presented to the the Annual Parochial Church Meeting on 14th May 2023

Contents

| | |
|--|-----------|
| STRUCTURE, GOVERNANCE AND MANAGEMENT | 4 |
| The Parochial Church Council | 4 |
| Charitable Status | 1 |
| Objectives and Activities | 1 |
| Public Benefit | 2 |
| Day-to-day Management | 2 |
| Sub-Committees | 2 |
| Risk Management | 3 |
| Parish Safeguarding | 3 |
| PROFESSIONAL ADVISORS | 3 |
| Bankers and Fund Managers | 3 |
| Insurers | 3 |
| Solicitors | 3 |
| Architect | 4 |
| Organ Maintenance | 4 |
| Piano Maintenance | 4 |
| Independent Examiner | 4 |
| ANNUAL REPORT | 5 |
| Overview | 5 |
| Thank you | 5 |
| VICAR'S REVIEW OF 2022 | 5 |
| Public benefit | 5 |
| Hello and Goodbye | 6 |
| Morning Worship on Sundays | 7 |
| Christmas | 8 |
| Marriage, Baptism and Funerals | 9 |
| Vicar's Sabbatical | 9 |
| ADULT CHRISTIAN STUDY | 10 |
| Overview | 10 |
| Friday Afternoon Group | 10 |
| Tuesday Night Group | 10 |
| Discipleship Sub-Committee | 10 |
| MUSIC | 11 |
| Overview | 11 |
| Adult Choir | 11 |
| Children's Choir | 12 |
| Pianists | 13 |
| New Organ Blower at St Andrew's | 13 |
| ST ANDREW'S AND ST MARK'S SERVING TEAM | 14 |
| ST ANDREW'S AND ST MARK'S JUNIOR SCHOOL | 14 |
| CHILDREN AND YOUNG PEOPLE | 14 |
| Overview | 14 |
| Children's and Young People's Committee | 15 |
| Sunday Club | 15 |
| Sunbeams | 15 |
| Uniformed Organisations | 16 |
| PASTORAL CARE | 16 |

| | |
|---|-----------|
| OUTREACH AND SERVICE TO THE COMMUNITY | 17 |
| Charity and Social Action Committee | 17 |
| Fundraising | 17 |
| Charitable Giving | 18 |
| Food Bank | 18 |
| Christmas Day Lunch | 18 |
| Ukraine | 19 |
| FELLOWSHIP IN FAITH | 19 |
| Parish Breakfasts | 19 |
| Mothers' Union (MU) | 20 |
| The Queen | 21 |
| HEALTH AND SAFETY | 21 |
| General | 21 |
| Fire Safety | 21 |
| PROPERTY | 21 |
| Lettings | 21 |
| 1 The Mall | 23 |
| Property Management Committee | 23 |
| THE GARDENS | 23 |
| St Mark's Church | 23 |
| St Andrew's Church | 24 |
| ECO COMMITTEE | 24 |
| COMMUNICATION AND PUBLICITY | 24 |
| Communications | 24 |
| The Parish Magazine | 25 |
| AUDIO VISUAL (AV) COMMITTEE | 25 |
| CHURCHWARDENS' REPORT ON THE FABRIC, GOODS AND ORNAMENTS OF THE CHURCHES | 26 |
| St Mark's Church | 26 |
| St Andrew's Church | 26 |
| FINANCE | 28 |
| Parish Accounts 2022 | 28 |
| Income | 28 |
| Expenditure | 29 |
| Income against Expenditure | 29 |
| Assets | 29 |
| Going Concern | 29 |
| Finance and Income Sub-Committee | 30 |
| Reserves Policy | 30 |
| Parish Support Fund for the Diocese | 30 |
| FINANCIAL STATEMENTS | 32 |
| CONTRIBUTORS TO THE REPORT | 41 |
| KINGSTON DEANERY SYNOD 2022 | 42 |

**PAROCHIAL CHURCH COUNCIL OF
SAINT ANDREW AND SAINT MARK, SURBITON
REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**



Structure, Governance and Management

The Parochial Church Council

Members of the Parochial Church Council (PCC) hold office in accordance with the Church Representation Rules – either ex-officio; or by election or appointment at the Annual Parochial Church Meeting; or by co-option.

The following served as members of the PCC for all or part of the period from 1 January 2022 until approval of the financial statements on 19 April 2023:

Anne Barker ***

Valerie Baxter ***

The Rev'd Carole Bourne

Gary Buckley

Fiona Caldwell ** (joined 8 February 2023)

Mary Elliott * (until 14 May 2023)

Hugh Evans * (until 12 October 2022)

Helen Goepel ***

Andrew Horn

The Rev'd Michael Johns-Perring * (until 8 March 2023)

Diana Lewis – Churchwarden

Christopher Madden

Andrew Miskin – Treasurer *(until 14 May 2023)

Toni Mitchell

Dan Nmadu

Rod Pearson – Churchwarden

The Parish of St Andrew and St Mark, Surbiton

The Rev'd Janice Price
Katherine Reed – PCC Secretary
Jackie Robbs
The Rev'd Robert Stanier – Chairman
Michael Smith – Churchwarden
Ian Wilson ***
Eileen Wingrove

Notes:

- * Denotes a member who left the PCC between 1 Jan 22 and 14 May 23
- ** Denotes a member who joined the PCC between 1 Jan 22 and 14 May 23
- *** Denotes a member of the Kingston Deanery Synod

The PCC is responsible for making decisions on all matters of general concern and importance to the parish, including deciding how the funds of the PCC are to be spent. All eligible members of the congregation are encouraged to register on the Electoral Roll and to stand for election to the PCC.

Charitable Status

The PCC has charitable status and the members of the PCC are the trustees. The charity is registered with the Charity Commission under the number 1130093.

Objectives and Activities

The sole charitable object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. In furtherance of this object the PCC has a statutory responsibility to co-operate with the minister in promoting in the parish the whole mission of the church, pastoral, evangelistic, social, environmental, and ecumenical.

The PCC continues to achieve its primary object by:

- maintaining the whole mission of the church, and supporting the ministry team. This includes the regular provision of opportunities for divine worship, the promotion of the Gospel and of Christian fellowship;
- managing and maintaining the church premises at St Mark's and at St Andrew's so that they can be used in a variety of ways both liturgical and secular; and
- supporting the Church of England through donations to the Southwark Diocese Parish Support Fund.

Public Benefit

The Trustees are aware of and consider the guidance of the Charity Commission on public benefit including, in particular, the specific guidance on charities for the advancement of religion. The charity fulfils its public benefit requirement through the provision of opportunities for public and private Christian worship in its two churches. It provides teaching in the Christian faith. It offers pastoral care to members of the congregation, residents in the parish and others. It supports other charities throughout the world. It organises outreach social activities for church members and others in the community including a Christmas Day lunch for people who would otherwise be alone. It contributes to the work of the wider Church of England, particularly in the Diocese of Southwark.

Further information about the charity's activities is provided later in this report.

Day-to-day Management

The PCC has delegated some of its functions (but not its trustee responsibilities) to a number of groups and people who report regularly to the PCC. In addition, certain individuals, including the sacristans and the director of music, fill specific roles in the running of the parish and are authorised to incur expenditure on behalf of the PCC within prescribed limits.

Sub-Committees

All the committees produced helpful work and met regularly, with the exception of the Children committee, which did not meet as its core membership had moved away or was indisposed.

A list of the sub-committees reporting to the PCC (some of which have delegated budgets in support of their work) is set out below, and reports from the sub-committees are contained in this Report.

Table 1: Sub-committees

| Committee | Report at page |
|-----------------------------|----------------|
| Standing Committee | n/a |
| Audio-Visual | 25 |
| Discipleship | 10 |
| Charities and Social Action | 17 |
| Social Events | 19 |

The Parish of St Andrew and St Mark, Surbiton

| | |
|---------------------|----|
| Children | 15 |
| Property Management | 23 |
| Lettings | 21 |
| Finance and Income | 29 |
| Environment | 24 |

Risk Management

The PCC has reviewed the risks to which it may be exposed, and it considered that the systems which have been established are suitable for the minimisation of such risks, for safeguarding the assets of the PCC, and for the prevention and detection of fraud. A risk register is maintained which is reviewed annually by the PCC.

Parish Safeguarding

During the year, Judith Murray stepped down as Parish Safeguarding Officer and thanks go to her for her contribution. The current Parish Safeguarding Officers are Sarah Stokes and Charlie Bamford-Hurrell. They are the points of contact, alongside the Vicar, for anyone with a safeguarding concern. Their photographs and contact details are on public view in both churches. The PCC reviewed its safeguarding policy during the year.

Professional Advisors

Bankers and Fund Managers

National Westminster Bank plc, 10 Victoria Road, Surbiton, Surrey KT6 4JY

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

CCLA Investment Management Limited, 85 Queen Victoria Street, London EC4V 4ET

Insurers

Ecclesiastical Insurance Group, Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester GL3 4AW

Solicitors

Winckworth Sherwood LLP, Minerva House, 5 Montague Close, London SE1 9BB

Palmers Solicitors, 89-91 Clarence Street, Kingston upon Thames KT1 1QY

The Parish of St Andrew and St Mark, Surbiton

Architect

Sue Kent BSc Dipl. Arch RIBA, Inspecting Architect, Howard : Fairbairn : MHK,
Chartered Architects, Lambourn House, Redlands, Coulsdon, Croydon, Surrey
CR5 2HT

Organ Maintenance

B C Shepherd & Sons, Pipe Organ Builders, 1 Mill Ridge, Edgware, Middlesex HA8
7PE

Piano Maintenance

Victor Kee, Piano Tuning and Repairs, 126 Amyand Park Road, St. Margarets,
Twickenham TW1 3HP

Independent Examiner

Timothy Brown, A.C.A., 50 The Ridings, Surbiton, Surrey KT5 8HQ

Annual Report

Overview

The key feature of 2022 was that it was a year when the painstaking recovery from the impact of Covid 19 and all the surrounding lockdowns continued steadily.

However, there were challenges. On the macro scale, the war in Ukraine both affected the shape of church life in terms of a response to support the invaded country (see below), but also had a significant impact on fuel costs and hence the way the church functions. On the micro scale, one Sunday in May, the curate walked into St Andrew's Church to find that a 5-metre chunk of the side aisle ceiling had fallen to the floor (see Churchwarden's report for full details). As it was not certain that the defect which had caused this to happen might not happen elsewhere, the church had to be closed for five months until finally a scissor lift was tracked down and booked, small enough to enter the church but high enough to allow for investigation of the roof.

In these rocky times, worship has been a constant, however. Being able to transfer services to St Mark's made life simple in a way. And the sense of being a church at the heart of the community of Surbiton has rarely been more palpable than in the way the church was able to coordinate the aid effort to Ukraine.

The report of the year's activities has been written by the many people who lead or undertake events within the parish. This is an extensive and varied group and the style of this report reflects this. A full list of contributors is at **Appendix 1**.

Thank you

The extensive, successful and effective range of activities detailed in this report would not be possible without significant help and support from a large number of people, both regular members of the congregation and others who support the church and its work in the community. While these individuals are not named in this report, the PCC acknowledges the roles, scope and functions undertaken and wishes to extend its grateful thanks and appreciation for all those who have contributed, and continue to contribute, to the life of the parish.

Vicar's Review of 2022

Public benefit

- The church successfully offered a free Christmas lunch on Christmas Day for fifty people, entirely cooked and hosted by volunteers at St Mark's.

The Parish of St Andrew and St Mark, Surbiton

- Charitable events: the church continued to run events, almost monthly, in support of the 'Charity of the Month'.
- St Mark's Church was able to host a significant aid effort from Surbiton to Ukraine, especially in the early weeks of the war (see below).
- The parish has continued to support the local state schools through governorship, in particular by providing governorship at St Andrew and St Mark Junior school. Congregation members offered a total of over 500 hours of support to the school as Foundation and Diocesan governors; the student body comprises 330 children. (Congregation members are also governors at other schools.)
- Food bank collection centre: both church buildings gather food for the Food Bank which is taken there regularly by volunteers. The vicar can also act as a sponsor to give food bank vouchers.
- The Church received its silver award on the Eco Church scheme in recognition of its efforts in this area (see further below), and the church yards are thriving in terms of a space for nature.
- Soup lunches were offered on the last Wednesday of the month at St Mark's, as well as weekly during Lent. These are nutritious and cheap, and offered for anyone in the local community.

Hello and Goodbye

In terms of welcome, in September, Janene Olivier joined as Parish Administrator Assistant for 12 hours a week during term time. She assists Clare Chesterman in the parish office.

Sadly, several members of our congregation died in 2022. They are all missed.

- Audrey Eldridge, one of the forthright characters of St Mark's, who then was happy to attend St Andrew's when the congregations merged.
- Jean Webber, whose charm and positivity were miraculously strong, given both declining health and a sequence of premature bereavements.
- Ann Thomas, stalwart 8 a.m. congregation member and formidable cake baker, died after a short period of time in which she experienced strokes.
- Hiroko Nmadu Onishi tragically died, while pregnant with her and Dan's baby Kenji, after complications with the pregnancy. Hiroko and Kenji's funeral was probably the largest single service held at St Mark's, apart from those linked with Christmas, in many years. Not only was it attended by 230 people in church but a further 150 attended on Zoom, from four different continents.



Figure 1: Bishop Richard at St Mark's, shortly before his retirement as Bishop of Kingston.

Roger and Janet Jones moved to Wales after being cornerstones both of the church and the wider Surbiton community for decades; so too Paul Cooney and Richard Weir left for Scotland, both having served as churchwardens at a significant time in the life of the church. Andrew Miskin, our treasurer, moved to Brussels, which means that the 2022 accounts are the last of his tenure as treasurer; however, we hope that he, Anna and Anton will return to Surbiton at some stage. Jackie Page has moved back to Surbiton from New Malden, but has stepped down from being Assistant Treasurer, after an heroic stint.

Morning Worship on Sundays

2022 should have seen a gradual return to normality, as Covid levels declined and more people felt it was safe to come to church; however, the patch of ceiling that fell in May led to St Andrew's being off limits on safety grounds for five months. This was complicated in itself, but also a drag on the overall attendance figures for 2022.

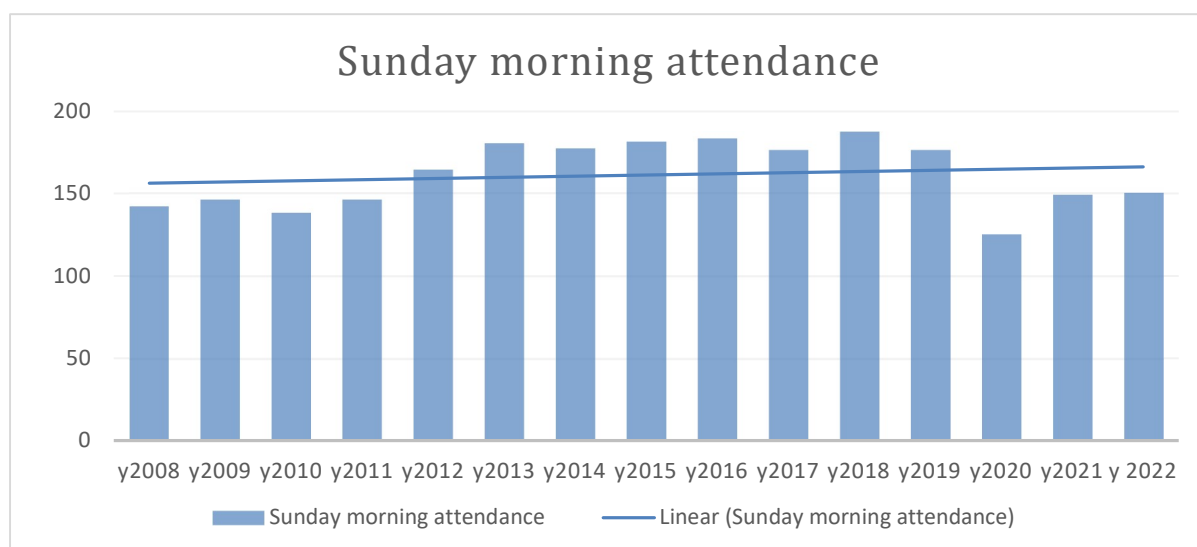


Chart 1: The above chart shows Sunday morning attendance since 2008, including adults and children for all morning services, but avoiding double counts if possible. The 2020, 2021 and 2022 figures include Zoom attendance as well as in person attendance.

The Parish of St Andrew and St Mark, Surbiton

During the summer, while three services were still offered each morning just at St Mark's, the figures indicate that some people just seem never to have made it up the hill! It should also be noted that for the first six months of the year, baptisms took place on Saturday and Sunday afternoons, away from Sunday mornings, in order to avoid needing to cancel/ postpone should social distancing rules have come back into force. So the boosting effect of people visiting to attend a baptism is excluded from the numbers of Sunday morning attendance.

Within the services, 8 a.m. attendance was largely steady (though slightly down, from 12 on average to 11 on average). The 9.15 a.m. service for families with young children was more popular than in 2021, back up to around 40 people per service in comparison with 30 per service in 2020: however, this is still 20% down on a 'typical' average from 2019. The 11 a.m. figure was lower, chiefly caused by the dip while services were at St Mark's.

In January and February 2022, Covid cases remained high, even though thankfully less lethal, but this meant that fewer people came to church in the flesh and more came via Zoom. At the start of the year, Zoom attendance was around 25 per Sunday and this declined to 12 per Sunday by the end of the year; this reflects increased confidence about going out and mixing at church. Within worship, the chalice was reintroduced around Easter time, and congregation members were gradually more confident about receiving in both kinds.

Christmas

It was a joy that the Christmas services felt somewhat normal, after the Covid-induced disruption of 2020 and 2021. School carol services returned en bloc, and our own Christmas services were well attended. However, it should be noted that things are not as they were in 2019.

The graph below shows the cumulative attendance total for: the parish Christmas Carol service, Christingle services on Christmas Eve, Midnight Mass and Christmas morning.

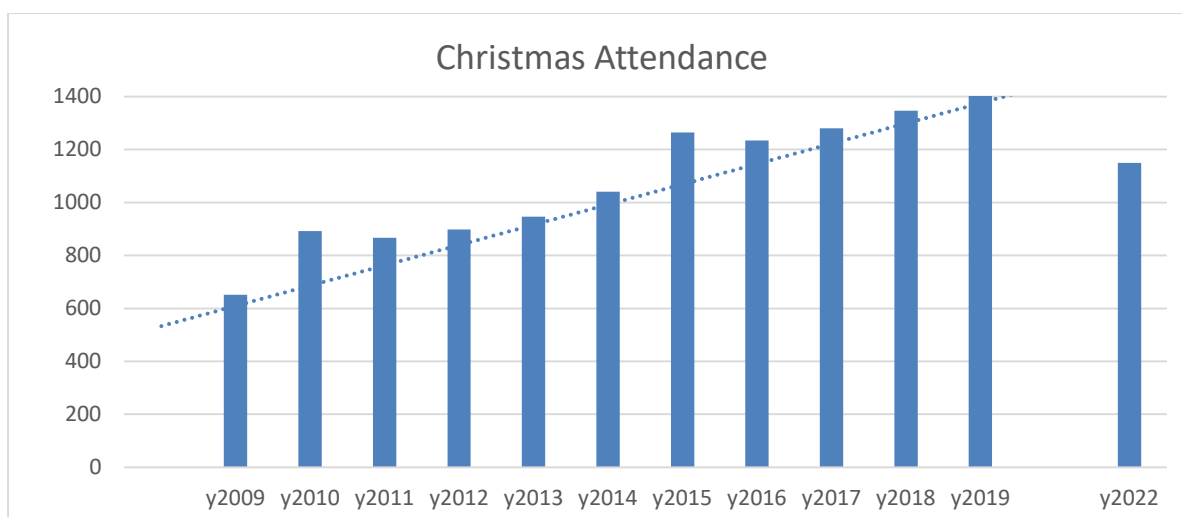


Chart 2: Christmas attendance

It is clear how Covid and lockdowns have halted the momentum of continuous growth in this season. Still, it was a joy to be 'back' in a relatively normal form.

Marriage, Baptism and Funerals

In terms of occasional offices, the resurgence in baptisms continued; and while any funeral is a sad occasion, it is good to know that our clergy were able to offer an Anglican funeral to so many people. 27 funerals were performed, more than at any time than in the last ten years; this may also reflect the larger number of people dying, as the health service continued to struggle to recover from the impact of Covid.

The drop in the number of enquiries about weddings is a concern.

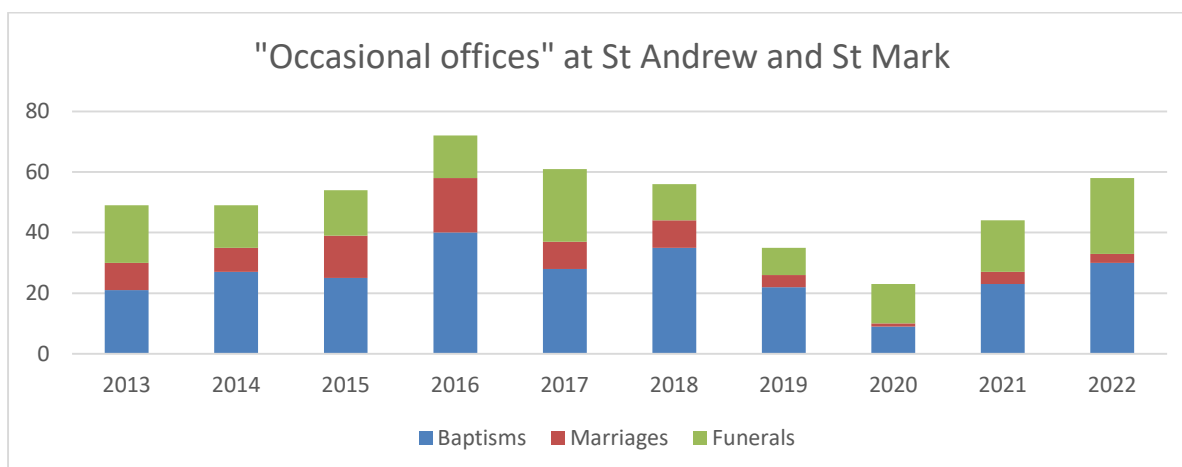


Chart 3: Occasional offices

Vicar's Sabbatical

The vicar, Robert Stanier, was able to go on a sabbatical for three months in the summer, after sixteen years in ministry in the diocese and nine years in the parish. This was made possible in particular by the competence and dedication

The Parish of St Andrew and St Mark, Surbiton

of other clergy – The Rev'ds Michael Johns-Perring, Janice Price and Carole Bourne – the churchwardens, and Clare Chesterman in the parish office. The vicar returned in September hugely refreshed.

Adult Christian Study

Overview

In 2022, home groups were re-introduced, meeting fortnightly. In addition to those mentioned below, the Norton Avenue Group re-started. In January, the vicar led a three-week Zoom course on St John's Gospel, which was attended by around 25 participants. The Discipleship Committee's previously postponed quiet day took place in the summer, and an Advent quiet morning was held. Four parishioners undertook the Diocese of Southwark's Bishop's Certificate.



Figure 2: Bishop's Certificates at Southwark Cathedral.

Friday Afternoon Group

The group principally studied Paul's First Letter to the Corinthians. There was lively debate on many aspects of the letter, particularly what constitutes an idol, what form spiritual gifts take and the role of women in worship. Active membership rose to eighteen, which suggests that it may be time to divide into two smaller groups. Meetings were held mainly in the Hall at St Mark's, which offered well-ventilated surroundings in the aftermath of the pandemic. The group also enjoyed generous hospitality in the homes of two members.

Tuesday Night Group

This group started to meet again – sporadically, at first, and then more regularly. The group welcomed a number of new members, from among those who had started to worship in the parish during 2021 and 2022. Towards the end of the year, a pattern was established whereby there was informal discussion of the previous Sunday's Gospel reading. The Rev'd Michael Johns-Perring hosted meetings in his home.

Discipleship Sub-Committee

After Covid twice forced a postponement, the Committee was finally able to organise a parish quiet day in June. This was held at Wychcroft, the diocesan retreat centre, and was led by the Rev'd Carole Bourne and Jackie Robbs. The programme was structured around the services of Morning Prayer, Midday

The Parish of St Andrew and St Mark, Surbiton

Eucharist and Evening Prayer, with optional Bible study and discussion groups in between. The 18 participants could choose whether to spend part, all or none of the day in silence, and many enjoyed sitting in the gardens or walking in the surrounding countryside.

At the start of Advent, the Rev'd Michael Johns-Perring led a quiet morning on the theme of Reclaiming Christmas, which ten people attended.

Music

Overview

2022 has been the first full year of regular singing for our choirs since the end of the Covid pandemic. Having said that, the 7-month closure of St Andrew's due to the issues with the ceiling meant that the choir "de-camped" to St Mark's for all of the sung services during that period. Due to the lack of choir stalls at St Mark's, it was wonderful to have the St Andrew's stalls transported "up the hill" for the time that the building was closed, and this made the choir's temporary, full-time residency at St Mark's much easier to operate. A huge thanks to those people who arranged and facilitated the moving of the choir stalls to St Mark's and back again.

Adult Choir

Our regular pattern of sung services has been operating successfully throughout the year, including the extra services scheduled for the Christmas and Easter period.

Numbers in the adult choir remain low, however, with only about 14 adults currently on our books as regular singers. Although we have been able to call on some additional voices from our congregation to join us for Evensongs, carol services and other more musically demanding occasions (and a huge thanks to them for their continued support), it is still concerning that our overall numbers continue to be fragile. This fragility was particularly laid bare in July when several singers went down with Covid at the same time which meant we were down to about 6 singers for a couple of Sundays.

Despite various efforts/schemes to try to recruit more singers, we have not yet been able to encourage anyone new, either from within our congregation or further afield, to join the choir and build our numbers. With the greatest of respect, given the age of many of our current singers, this continues to be a worry for the longevity of the choir and, more widely, our Parish's long-standing choral tradition.

The Parish of St Andrew and St Mark, Surbiton

Having said that, our regular membership has been loyal and have done their utmost to try to maintain the choral music to the best that can be achieved given the available resources, and for that we should all offer them our thanks!

Plans to hold a special celebration service to commemorate the 150th Anniversary in 2022 of St Andrew's Church had to be put on hold due to the issues with the roof. The Parish commissioned an anthem from composer, Russell Hepplewhite, entitled "Come and See" to be sung at this service. The work is written for both our adult and children's choirs and will now hopefully be performed at the rescheduled commemoration service in July 2023.



Figure 3: Wimborne Minster

Frustratingly, he went down with Covid and could not join us in the Minster on the day – we sang his setting of the Preces and Responses, written during his tenure in Surbiton, so it was particularly sad that he couldn't be there in person to hear us. Other music we sang at the service included the Charles Wood in Eb (No.2) Canticles and the Herbert Howells anthem "Like as the Hart".

On a more positive note, 2022 marked the recommencement of our annual trips to sing Evensong at a UK Cathedral, and our visit to Wimborne Minster on Saturday 9th July with St Matthew's Choir was highly successful. The invitation to sing there came from a Wimborne Churchwarden who was formerly organist at St Mark's.



Figure 4: Choral Evensong - 9 July 2022

Plans have been made for the choir to visit Rochester Cathedral to sing Evensong in June 2023 and Salisbury Cathedral in October 2024.

Children's Choir

Numbers in the Children's Choir have continued to grow throughout 2022 and the group has kept its regular pattern of 4 five-week modules throughout the year, at the end of each of which the children sing in a service alongside the adult choir. The children have formed a really strong friendship group and it

was lovely to take them to Airhop in Guildford on 13th March to let off steam together socially! The Autumn Term also saw the launch of our new “teenage” group - the SASM Youth Choir. The green light for this was given by our older singers in the Children’s Choir after positive feedback we received from them during a session with the Vicar and Director of Music at Pizza Express during September, at which the concept of a teenage singing group was put to them. This new group allows for the older children in the Children’s Choir (school years 8 and above) to progress and continue singing with us as teenagers. They have their own separate rehearsal after the Children’s Choir rehearsal on Friday afternoons and can be within their own social/peer group while remaining part of the young voices programme in the Parish. The Children’s and Youth Choirs sang together formerly for the first time at the Christingle Service on Christmas Eve where a total of 22 youngsters sang – the highest number since these groups were formed. It will be fascinating and exciting to see how both choirs develop in the future.

Pianists

A huge vote thanks, as ever, must go to our team of pianists who play for the non-choral Sunday morning services throughout each year. They are very much the unsung musical heroes of the Parish and go about their business with a calm and almost clandestine expertise and professionalism. We just couldn’t do without them.

New Organ Blower at St Andrew’s

Despite the closure of the main part of St Andrew’s Church during 2022, it was still possible for the long-awaited refurbishment of the organ blower motor to take place during the late spring/early summer. This work was carried out by The Duplex Pipe Organ and Blower Company Ltd of Farnham and involved removal of the entire blower motor, transportation to their workshop and then return and reinstalling at St Andrew’s once the refurbishment was complete. Early indications are that the newly upgraded motor is very impressive and can sustain the wind pressures effectively within the instrument, no matter the volume. This will hopefully help ensure the preservation of our wonderful and unique Hunter organ for many decades to come, not only to lead and sustain our worship musically, but also to maintain a fine instrument for concert and teaching use.

St Andrew's and St Mark's Serving Team



Figure 5: the serving team

We are blessed with two sacristans, one for each church, responsible for preparing the holy vessels, service books, clergy vestments and fine linen. Our serving

team of acolytes, crucifer and, on occasions, thurifer serve in both churches. The privilege of serving in the sanctuary and reverently handling the holy vessels is spiritually rewarding and gives us an opportunity to contribute to worship and assist the clergy. We have some new servers in our team and would welcome further members. If you, or your children, feel called to this service and would like to try, please see Valerie or Helen and we can show you what an altar server does before you decide.

St Andrew's and St Mark's Junior School

SASM Junior School began the year with a new headteacher, Matthew Gates, and as he had formerly been deputy head, a new deputy head was appointed, Sarah Crowther.

The school's choir performed at the Christmas Fair.

The following have served as Foundation Governors this year:

Robert Stanier, Carole Bourne, Ruth May, Lucy Davis, Shafaly Khan and Michael Johns-Perring.

Diocesan governors are Anne Barker and Joy Aboim.

The vicar has continued to serve as chair. The quality of support offered by the parish in this way is a major contribution to the wider Surbiton community.

Children and Young People

Overview

After the massive impact of Covid, children and youth work continued a gradual recovery. The most important recovery point was in the Sunday service for families with young children at 9.15 a.m., for which attendance was up 25% on the previous year. Similarly, attendance at Sunbeams increased as people gradually felt more confident to come out.

The Parish of St Andrew and St Mark, Surbiton

Sunday Club returned to church each week at St Andrew's, but there has been no lay volunteer coordinator and this job has been held by the Rev'd Michael Johns-Perring. Numbers are lower than in 2019, though a core of children enjoy their activities.

The children's choir has returned well after Covid and has been extended into a youth choir as well, with its own rehearsal time. This is a key element of youth work.

There may be possibilities for youth work in the area of the environment and these are being explored.

Children's and Young People's Committee

As noted above, the Committee is in need of new volunteers.

Sunday Club

Sunday Club continued to be a regular feature of our worship in 2022, after its return in 2021. Sessions usually took place in the Glass Room, except when St Andrew's was closed for ceiling repairs. During that period, sessions took place in the room at the back of the nave at St Mark's. Attendance at Sunday Club has still not returned to the same level as experienced prior to the pandemic, but there have been exceptions to this rule – including a service with a baptism, when a large number of children attended. As in previous years, children attending Sunday Club explored a number of Bible stories and themes, attuned to the relevant church season. Sessions have been led and supported by clergy and volunteers. Grateful thanks go to all the Sunday Club team (and to churchwardens and all who provided technical and other support).

Sunbeams



Figure 6: a Sunbeam

Sunbeams, the church play group, is held on Wednesday mornings in St. Mark's church hall, term time only. It has continued to be a parish outreach opportunity by being open to any parent or carer with children from 0-3 years old.

During 2022 we were able gradually to return to our pre-Covid routine of providing a wide variety of toys, having a different play activity for the older children (and their carers!) each week, singing time, and of course refreshments for all. However, we did continue to have a strict limit on the numbers attending. By using a weekly booking system on

The Parish of St Andrew and St Mark, Surbiton

“Eventbrite” we aimed to provide a fair system for all those who wanted to join us.

In the summer we celebrated the Queen’s Platinum Jubilee by decorating paper crowns. At Christmas we held our first post-Covid party. Michael Johns-Perring led an interactive story telling of the birth of Christ. There was party food, singing, and a nativity book for each child to take home.

The babies and young children attending our play group have continued to bring joy to our faithful band of church helpers. These volunteers, in a variety of ways, have provided support and a ‘listening ear’ to the parents and child minders that have attended.



Figure 7: Sunbeams helpers

Uniformed Organisations

The 1st Surbiton Sea Scout group (Beavers, Cubs and Scouts) continues to meet in the scout hut. They come to church twice a year for Mothering Sunday and Harvest Sunday. The church link with the Brownies has not yet been restored post-Covid.

Pastoral Care

In 2022, there was no return to lockdown and no periods when restrictions were put in place in the community. Covid, however, continued to be a feature of life. In terms of pastoral care, this meant sometimes visits to specific care homes or hospitals wards were not possible at certain times. Some restrictions remained in place in a number of health and care settings.

As in previous years, the ministry team was supported by many, within our community, with pastoral visiting, including the distribution of Holy Communion. As highlighted in last year’s report, those involved in pastoral care have an increasing awareness of the impact of the pandemic on people’s physical and mental health.

Throughout 2022, the ministry team continued to meet regularly to discuss pastoral care. During 2022, a pattern of regular worship at the Willow Grange care home was established on Tuesday mornings. While the parish office is open, St Mark’s has continued to be open for private prayer.



Figure 8: Sarah's retirement as a SPA

This year saw Sarah Stokes's retirement as a Southwark Pastoral Auxiliary (SPA). A valued member of our ministry team, she helped with the coordination of our pastoral visiting, making sure no-one was forgotten - something that was particularly valuable during the pandemic. Sarah carried out her duties with a great amount of care and diligence, and we are all very grateful for her contribution as a SPA

in our parish. Sarah remains, of course, an active member of our church family. For so many, she has been a warm and friendly presence at difficult times. In the autumn, Toni Mitchell began her training to become a SPA, and we look forward to what she will bring to this role.

Outreach and Service to the Community

Charity and Social Action Committee

Thanks are due to members of the Charities and Social Action Committee who have all worked so hard to raise the profile of this range of charities and the amounts raised, and also to all who have supported events.

Fundraising

The programme for charitable fundraising in 2022 has been both busy and successful. Charities have benefited from the proceeds of the Parish Breakfast after the 9.15am service on the first Sunday of the month (see below) and the establishment of the Wednesday lunch.

The Christmas Fair this year was a great success. Due to the enforced closure of St Andrew's, the fair moved up to St Mark's, and it went so well that the Fair will be held there again in 2023: there was more space and the hall became a very good family area. The curate managed the extraordinary feat of being both Santa's helper for photographs and the auctioneer. The auction was once again a live auction, rather than a silent auction, and this worked well. Hundreds of people came through the Church and almost £6,000 was raised. Locating some of the refreshments and activities outside was a good move in terms of encouraging attendance. The St Andrew's and St Mark's Junior School choir sang brilliantly to open the fair.

Charitable Giving

The total amount raised to October is £8,600 in aid of nine charities. The charities that have benefited are shown in the table below. £100 was used for a top-up for one charity out of the £5,000 allocated by the PCC.

Table 2: Amounts donated in 2022

| Charity | Total Amount Donated |
|--|----------------------|
| Christians Against Poverty | £305 |
| Leprosy Mission | £428 |
| Bishop's Lent Appeal | £477 |
| Malawi Association for Christian Support | £1,072 |
| Christian Aid Ukraine Appeal | £3,054 |
| Oxygen and Street Pastors | £300 |
| Matabeleland Link | £876 |
| Action around Bethlehem Children with Disability | £1,053 |
| Princess Alice Hospice | £1,035 |

Source: Parish accounts

Food Bank

The congregation has continued to contribute to the Food Bank via church collection points.

Christmas Day Lunch

"This party makes Christmas for me. Without the party my Christmas would not be happy": a guest at the Christmas Day party.

On Christmas Day 2022 the parish welcomed over 60 people for the annual Christmas Day Party. This year the party was held in St Mark's Hall and it was good to welcome guests into our own parish hall which had not been possible in the previous two years due to Covid. Guests were treated to a full Christmas lunch, chatted, played bingo, watched the King's Speech and went home with a bag of presents. It was a very happy occasion. The parish worked closely with Alfriston Day Centre and the YMCA to draw together the guest list. Overall, 26 volunteers from the parish and community over three days helped with preparations, delivery and clearing up. Grateful thanks go to Kingston Charitable Foundation for the generous grant towards costs and a substantial gift from an anonymous donor meant that all costs were covered. Thanks to all who gave their time and talents most generously to make the party happen. Many guests expressed their appreciation for this annual event.

Ukraine

The onset of war in Ukraine saw an outpouring of desire to help. Two local Ukrainians had offered to collect aid to go to Ukraine, but found that their flat was full with donations. They asked if St Mark's could be used as a hub for aid donations, which we were happy to offer. Rather than wait for a UK government formal effort, a huge amount of aid, especially aimed at children, was delivered in three decommissioned ambulances that were also then put to medical use. The first ambulance filled with aid left for Kiev within a week of the war starting and was able to get to its destination even during the first Russian attack. The others all also reached their destinations. This small-scale project was able to move quickly, even as the major national aid programmes were getting into gear.



Figure 9: one of the aid ambulances that reached Western Ukraine

For two months, St Mark's Meeting Room 2 became a hub for aid donations for the proto-organisation that became a community company called 'Save Ukraine'. Gradually, the focus for donations moved to be on items that could be sent to an orphanage in Ukraine which was having to be relocated and rebuilt, due to the war. A concert for Christian Aid's work in Ukraine was held in May at St Andrew's and was very well attended by the local

community.

The Ministry Team have continued to support the work of Save Ukraine through personal support for the organisers and the use of St Mark's for fundraising events.

Fellowship in Faith

Parish Breakfasts

2022 has seen the return of the Church breakfast on a fairly regular basis. Any surplus takings after expenses go to the charity of the month. On offer are sausages in rolls, pastries, tea and coffee, sometimes a chocolate biscuit, and most important of all, a chance to chat and enjoy fellowship with one another. We are grateful to our regular helpers.

Mothers' Union (MU)

The St Andrew and St Mark's Mothers' Union (MU) Branch is currently led by Moira Greenfield, supported by Christine Waller as Branch Secretary.

In 2022 the MU was able to resume its monthly programme of meetings. There was a wide range of interesting talks from several speakers including talks from the Rev'd Michael Johns-Perring who spoke about Everyday Monasticism, Kingston Refuge and Domestic Abuse workers, and Moira Greenfield who spoke about Women in Leadership Roles.

In addition to regular meetings, branch members continue to demonstrate our faith in action by embedding the MU overall agenda in all we do. As a registered charity, the MU campaigns at local, national and international levels to bring about real change for family life. The branch has actively engaged in fundraising and supporting organisations to provide both practical aid and support of the MU's stated aims in the following ways:

- Championing of events by the Branch Leader through the Charities Action Group which promotes selected groups focussing on supporting families facing adversity (such as the cake sale and competition on Easter Day supporting Christians Against Poverty).
- Collecting small change which, combined with the proceeds of a parish soup and a roll lunch, raised a total of £280 for Southwark Diocese MU's 'Away From It All' holidays.
- Donations of new bedding, towels and toiletries in support of our local women's refuge, and the purchase of Sainsbury's vouchers for women in the refuge to enable them to provide food and other provisions for their children.

This year, MU Worldwide is continuing to promote activism against Gender-Based Violence. This programme includes working to improve the lives of women and girls by opposing child marriage, female genital mutilation, domestic violence, modern slavery and other abuses, impacting on their lives. Our branch has embraced this theme by hosting a talk on GBV/FGM and by our continued support of our local women's refuge.

Prayer is very much an integral aspect of the MU globally. Our branch members continue to support the World Day of Prayer and engage with the MU daily prayer diary regularly circulated to our members. This year the Branch hosted the Southwark Diocese Advent Prayer Service and we came together for our Christmas Eucharist on 21st December. We continue to have faith in the power of prayer which is transformational and supports our work in this parish and the MU around the world.

The Queen

The Church celebrated the Queen's Platinum Jubilee in the summer with a garden party in St Mark's. The Church also marked the death of the Queen as directed by the Church of England, with bells ringing out and being tolled at certain times, on the death of the Queen and on the announcement locally of the accession of the King. The Church provided a book of condolence and St Mark's was open for the Queen's funeral, which was shown on the big screen.



Figure 3: Jubilee tea party

Health and Safety

General

A detailed health and safety inspection was carried out at St Mark's. A formal inspection at St Andrew's had to be postponed, as the church was closed for part of the year as a result of a partial ceiling collapse. Both churches have been the subject of continuous health and safety monitoring by the Churchwardens throughout the year, and any safety concerns have been immediately addressed. First aid training will be held for both churches in 2023.

Fire Safety

The fire alarm system at St Mark's was professionally inspected and no faults were found. A 'live' fire alarm drill was held at St Mark's without incident, although several learning points were highlighted. The fire extinguishers at both churches were tested and all passed without fault. Fire escapes have been kept free of clutter. The practice of locking the hall door to the Blue Room at St Andrew's during services has been discontinued and instead the entrance is regularly monitored. The door provides a vital secondary means of escape via the back door and should be kept unlocked during services and public events. Arrangements for a fire safety training event are being arranged.

Property

Lettings

After the 'roller coaster' of Covid restrictions in 2021, we saw a return in 2022 to some normality with the lifting of restrictions. It was a busy year with the return of all the regular hires, a full weekend hire diary and a busy concert programme. Hirers were pleased to return to using St Andrew's and St Mark's. We continued to offer a much valued hire space for community and children activity groups as well as being a well-regarded and popular concert venue. Hire

The Parish of St Andrew and St Mark, Surbiton

income returned to and passed pre-Covid levels with £102,339 hire income for 2022 compared to £97,787 in 2019. *(Figures taken from lettings hire sheets.)*

However, things were not so bright and normal with the black cloud of rising utility prices and other increasing maintenance costs. Towards the end of May 2022, we also had to contend with the collapsing ceiling at St Andrew's Church and the subsequent closure of the church for services and hires. As days turned to weeks and then months it was not the quick fix that we had hoped for, and the church did not reopen until November 2022. In the meantime, hires were managed by moving those who would usually hire St Andrew's nave to St Mark's Hall or church. Concerts booked for summer and autumn 2022 were moved to St Mark's with the added cost and inconvenience of moving the concert staging from St Andrew's to St Mark's. Somehow, we accommodated our regular and occasional hires and all church services and events in one church building, minimising loss of income and future bookings, and still providing a full calendar of church services and events. There was one casualty of the closure of St Andrew's, the ABRSM (Associated Board of Music Exams) which had to relocate the summer and autumn music exams to an alternative venue. The ABRSM Kingston Music Exam Centre has yet to return to St Andrew's.

Income stream and increased costs

There was a hire income increase of £26,015 for 2022 from the previous year (2021) income of £76,234. In 2022 hire income bounced back to pre-Covid levels.

| | 2019 | 2020 | 2021 | 2022 |
|--------------|---------|---------|---------|----------|
| Jan | 8,604 | 8,571 | 388 | 22,753 |
| Feb | 11,050 | 11,968 | 6,790 | 7,732 |
| March | 5,208 | 9,834 | 2,555 | 3,492 |
| April | 5,913 | 0 | 11,222 | 3,992 |
| May | 15,629 | 0 | 2,275 | 18,406 |
| June | 9,505 | 0 | 4,777 | 4,495 |
| July | 4,208 | 0 | 4,810 | 6,083 |
| August | 445 | 190 | 6,943 | 2,219 |
| September | 12,841 | 3,441 | 18,514 | 7,953 |
| October | 14,151 | 6,803 | 7,344 | 17,185 |
| November | 5,895 | 980 | 7,073 | 5,448 |
| December | 4,338 | 7,095 | 3,633 | 2,581 |
| Total income | £97,787 | £48,882 | £76,324 | £102,339 |

Note: Figures taken from letting sheets not the treasurer's accounts.

The increased utility costs we have seen in the past year have hit us all hard. The church was fortunate to receive relief under the Energy Bill Relief Scheme at the end of 2022, and was able to secure a three-year gas contract earlier in 2022. The healthy hire income stream assists with the high utility bills.

In 2023, a strong focus on lettings management will be looking at ways to let the church buildings to greater capacity and more creatively, ensuring an increase to the hire income stream in order to support the parish financially during these challenging times.

1 The Mall

It is still the intention of the Diocese to buy out the loan made to the parish to enable the purchase of 1, The Mall. The process, which has already experienced delay, has been further delayed due to the economic impact of the pandemic and now the fuel crisis. The way the property is used has not changed; it continues to be the residence of one of the Curates. During 2022, the Diocese's property department arranged for the flat roof, to the rear of the study, to be replaced.

Property Management Committee

The property Management Committee has been supplemented by an additional volunteer. A new post of Operations Manager was also created towards the end of the year and the early indications suggest that this will greatly assist the Property Committee and Churchwardens, both in day-to-day property management and 'out of hours' support. In addition to the large number of straightforward maintenance issues at both churches, several larger-scale projects have been completed or are soon to start. The replacement of the two failing boilers at St Andrew's had to be delayed at a late stage due to the ceiling safety work and the financial uncertainties which resulted. The work will now go ahead in early 2023.

The Gardens

St Mark's Church

The church garden continues to be enjoyed by all as an attractive and welcoming green space; the grass area at the back of the church is particularly well used by children and families. An afternoon tea party to celebrate the Queen's Platinum Jubilee was held in the summer in the front garden; this was a huge success and very well attended. A flagpole was installed on the front wall and the Union flag raised for the event. Students from Surbiton High School again attended in June and helped with various garden projects - their contribution is greatly

The Parish of St Andrew and St Mark, Surbiton

appreciated. The council have promptly responded to our requests with grass cutting and hedge pruning. An additional bench was donated and placed in the front of the church.

St Andrew's Church

Our volunteer gardener has continued to provide a conscientious and skilled service throughout the year. A builder's skip was hired and the large area by the War Memorial was extensively pruned. The back of the church was also cleared of a substantial amount of long abandoned items and rubbish, which included a large pile of heavy material which was left after the organ was refurbished. The yew tree area will be included in the next phase of gardening work and pruning. The renovation of the grass area in front of the Baptistry had to be delayed as a result of the ceiling work. A tower crane was sited on the grass area for some time which unfortunately caused further damage; the area will be professionally landscaped in 2023. The extensive growth of weeds at the back of the church will be treated when the weather is warmer.

Eco Committee

The Eco Committee was formed to 'proclaim and protect the gift of God's creation' and in 2022 has continued to lead on 'work to reduce the environmental impact of the work and worship of both our churches'.

Following the 2021 A Rocha Bronze Eco-church award, the Action Plan was updated and, in December 2022, the award was upgraded to Silver with both churches meeting A Rocha criteria.

There have been litter-picking and tidying-up sessions in St Mark's churchyard and, in September, Rakesh Rootman gave a talk on Saving Energy/ Living Green in St Mark's Hall. The committee published a number of factsheets to help parishioners lead more eco-friendly lives.

An Eco-fair is planned for 2023.

Communication and Publicity

Communications

Online forms of communication continued to be important. Arguably, the vicar's (or during his absence on sabbatical, the curate's) weekly email remained the central hub of parish communication; it continued to extend its reach and by the end of the year was going to around 390 addresses, with a 'open' rate of roughly 65%. This continues to be a key method of communication for church events and prayers, as well as for Zoom codes for online services and meetings.

Our Facebook page is another key hub for sermons and general parish news.

The Parish of St Andrew and St Mark, Surbiton

Our Youtube channel had 140 subscribers at the end of the year, up from 118 at the end of 2020. The typical sermon video had about 20 views. Overall viewing was 20% down on 2021, but there was no lockdown in 2022 and almost no videos were uploaded during the vicar's sabbatical. For some reason known only to Youtube algorithms, the most watched sermon in 2022 was that for Palm Sunday 2021(!) with around 200 views. Activity increased significantly in December, with the Christmas services promotion video achieving 150 views on Youtube and more on Facebook.

<https://surbitonchurch.org.uk/>

<https://www.achurchnearyou.com/>

<https://www.facebook.com/SurbitonChurch/>

[@Surbiton Church](#)

<https://www.youtube.com/channel/UCqaB8-K9h736BEP35QEbuqw>

The Parish Magazine

Michael Johns-Perring continued as guest editor of Spire and Tower, the parish magazine, in 2022. Six editions of the magazine were published, in print and online. Many thanks go to all who contributed pictures and articles for the magazine. As ever, particular thanks go to Olga Wickenden, for organising profiles, and to Rachel Taylor Williams, and Julia and John Batsford White for contributing children's sections. A number of advertisers renewed their subscriptions during the year, but not as many as before. Advertisers are thanked for their donations. As at the end of 2022, Michael was looking for a volunteer to take over the editorship of the magazine in future, but early in 2023 Christina Solou and Chris Madden have come forward to take this on – many thanks to them.

Audio Visual (AV) Committee

The AV Committee met regularly during 2022. During the year, AV equipment was removed from St Andrew's for safekeeping, following the closure of the church for roof repairs; it was later returned. A number of improvements were made, including the installation of a more powerful projector at St Andrew's. There continues to be a need to find additional volunteers to operate our AV systems. We are grateful for all the efforts of existing volunteers, who put in a lot of work on a weekly basis – and even more work at Easter, Christmas and other festivals.

Churchwardens' Report on the Fabric, Goods and Ornaments of the Churches

This report was made to the Parochial Church Council (PCC) under section 5 of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 by Diana Lewis, Michael Smith and Rod Pearson as Churchwardens during 2022; and is also made by them to the Annual Parochial Church Meeting on behalf of the PCC.

St Mark's Church

The major guttering and drainpipe repairs to the north roof were completed on time. There are no signs of further water damage, but on the advice of our Surveyor, the affected areas have been left for a long period to dry out thoroughly. The re-decoration of the north aisle ceiling will be carried out in 2023. The cause of the damage to the porch walls and ceiling was identified as faulty flashing in the porch roof and an area of leaking guttering; the defects were repaired at very reasonable cost and the porch has also been left to dry before re-decoration takes place. The porch work will be carried out by volunteers from St Paul's School who re-decorated the church hall at St Mark's and the Blue Room at St Andrew's during the year. The group's work was to a high standard and their assistance is much appreciated. The dilapidated noticeboard at the front of the church was dismantled and completely re-built. A bricklayer was employed to re-make the base, but the remainder of the job was excellently completed by a volunteer. The repairs to the defunct outside ground lighting has proven more difficult than appreciated; further efforts to trace the multiple problems will be attempted during the drier weather in 2023. The electric sliding doors have continued to give problems and a repair and maintenance contract with the manufacturers is being considered. A significant number of repairs have been carried out using volunteers and contractors. The garden fencing is in a poor condition and numerous repairs have been carried out by volunteers; the council have also been approached to help with replacement. A flag holder and post were installed at the front of the church.

St Andrew's Church

There were five significant issues at St Andrew's which dominated the year's activities.

Heating and heating control Following the various problems with the heating system which were reported last year, a thorough inspection was carried out by our heating engineers during the summer, and their recommendation was that the boilers were beyond economical repair and should be replaced. They further recommended that as the flow and return pipes in the system were clogged and

contaminated, a three-month process of water treatment and cleansing should be undertaken prior to work starting on the boiler replacement. This process was begun in early December, with a view to starting the boiler works later in 2023.

The heating control system is not part of the boiler works, and as it has also occasionally caused problems in the past it has been decided that we will enter a service contract with a firm of specialist engineers to ensure regular maintenance.

The organ See Music report.

The toilets In October the two toilets in the entrance hall next to the Blue Room, which had been in a fairly dilapidated condition, were completely refurbished, with new sanitary ware and floor and wall tiling replacing the old.

The East window The three lancet stained glass windows at the east end of the church had been showing signs of distress for some time, and in the summer a survey was undertaken by a stained glass specialist, who subsequently prepared a condition report at the end of August. This found that the bowing of various panels was the predominant issue, causing the lead matrix to become distorted, resulting in stress fractures in some of the glass sections. The joints between the panels have very probably become loosened and this is the likely cause of the water leaks which have led to the loss of painted details on the inside face of the glass panels. Whilst not currently unsafe, the report recommends restoration in the near future.

An estimate for repairs was received in December which gave three options: (i) basic essential repairs involving cutting out and flattening the bowed panels and reinstalling them; (ii) essential repairs involving cutting out and rebuilding the bowed panels and reinstalling them; and (iii) full restoration including complete rebuilding of the leaded framework as appropriate. All options include restoring the weatherproofing qualities.

This estimate is currently being considered while possible sources of grant funding are being explored.

Ceiling boards to the nave, aisles and transepts The most disruptive issue occurred in early June, when it was discovered that three of the timber boards which form the ceiling at the west end of the North aisle had fallen down.

A subsequent immediate inspection by our Church Architect revealed that each board, which was grooved on both edges, was only nailed to the rafter by one nail, through the inner flange of the grooved lower edge. The upper edge of the

The Parish of St Andrew and St Mark, Surbiton

board was held in place by a very thin, loose wooden tongue between its own groove and that of the board above. This meant that no nailheads were visible from below.

If at any point one of the old, thin wooden tongues should split, the board below it would fall away and split at its nail fixing on the lower edge, subsequently releasing the next board below, and so on. All the boards below the first one to fall would also fall by progressive collapse.

It seemed that there was a clear possibility that similar collapses might occur in both aisles, and that they were therefore unsafe, and it was possible that the ceilings in the nave and transepts were also unsafe, at least until we could arrange for them to be inspected. The Church was therefore closed until further notice, and all services were held at St Mark's.

A further inspection was commissioned from a firm of structural engineers to examine the ceiling of the nave and transepts; this was carried out in late September, after a scissor lift had been sourced to afford access. This revealed that although similar to the construction of the ceilings in the aisles, the boards were additionally supported at their ends, and were therefore considered to be safe. It also recommended a remedy for the boards in the aisles, which was simply to screw each of the boards through to every rafter, using black, oxide coated screws to minimise their visual impact.

An application was made for a faculty from the Diocese to carry out the work, and, as soon as it was granted, contractors began work in November and completed it in time for the church to be reopened and services to begin again two weeks before Christmas.

Finance

Parish Accounts 2022

2022 saw a return to normal operations at the church after the restricting effects of the Covid-19 pandemic. However, at the same time, the sharp rise in inflation (to over 10%) and the huge rise in utility costs following the intensification of war in Ukraine both had significant effects.

Income

The PCC budgeted for unrestricted income of just under £244k allowing for a recovery of normal letting income and a full year of the effects of the giving campaign in summer of 2021. In the year, the recorded unrestricted income rose to £266k against a comparable figure in 2021 of £217k. The improvement

The Parish of St Andrew and St Mark, Surbiton

against budget mostly arose from better giving (both amount and gift aid). Overall, compared with 2021, unrestricted income was £49k better:

- Income from lettings rose with church and hall lettings both returning to normal activity (+£31k),
- The giving appeal in summer 2021 saw the full rise in planned giving of over £9k and tax recoverable of £6k as more donations were covered by gift aid,
- Church activities (e.g. occasional offices, Christmas Fair etc) were up by £3k,
- We received a legacy of just under £3k,
- Open collections at services in church were up £4k but this was offset with sundry donations being down by £(8)k

With the ability to hold fund raising events again, our collecting for other charities improved considerably, rising from £5k to just over £13k.

Expenditure

The PCC budgeted for unrestricted expenditure of £334k. The actual unrestricted expenditure of £305k was £69k higher vs 2021. The improvement against budget mostly arose from deferral of major works. Compared with 2021, we significantly increased our contribution to the diocesan Parish Fund by (£19k) and this was compounded by increases in utilities (£7k), general maintenance (£7k) and major maintenance works (£26k). The recruitment of another member of staff in the parish office increased support costs (£7k) and Hall costs were up with the increased rentals (£3k).

Income against Expenditure

We suffered a deficit of £40k of income over expenditure, which compares with a deficit of £19k in 2021. The PCC has budgeted for a further deficit of just under £40k in 2023 which will bring the total deficit to around £100k across the three years.

Assets

The church continues to hold investments in CCLA, selling £50k worth to maintain current account liquidity during 2022. The investments also fell in value by a further £79k to leave just over £521k at the end of the year.

Going Concern

It is a matter of ongoing disquiet to the PCC that the parish has run a deficit for the past two years, and has a significant budgeted deficit for 2023. However, the investment assets remain much larger than the deficit and this does not raise

any concerns that the PCC will be able to meet its commitments in the medium term. The policy of the PCC remains that it should balance its operational budget in the medium term and has an ongoing review of income and expenditure.

Finance and Income Sub-Committee

The Finance and Income Sub-Committee continued to meet regularly to support the Treasurer. Key issues addressed included the rise in energy costs, the repairs to the ceiling at St Andrew's and the heating systems.

Reserves Policy

It is the policy of the PCC that the parish's regular expenditure should broadly match its regular income over the medium term. The parish will hold a strategic liquid reserve against unforeseen or foreseen future expenditure. The PCC will determine the appropriate amount but the unforeseen reserve should represent at least six months' budgeted expenditure. Longer-term reserves are held and may be spent on authorised projects or initiatives.

During 2022, the PCC approved the sale of investments to raise £50k to facilitate the unexpected repairs to the ceiling at St Andrew's and the planned improvement to the heating system, also at St Andrew's. The heating project is on-going and is expected to be completed in the summer of 2023.

Other examples of future expenditure may relate to the fabric of our two churches, the organs in our two churches, or charitable support. Any such future projects will be clearly identified and approved by the PCC and expenditure on such projects budgeted and monitored.

It is the policy of the PCC to use the CBF Church of England Funds, managed by CCLA Investment Management Ltd, to invest both its cash and longer-term reserves.

The policy will be reviewed in 2023.

Parish Support Fund for the Diocese

During 2022, the parish fulfilled its commitment to the Diocesan Parish Support Fund, contributing £114,000. Given the pressure on the parish budget due to both general inflation and the extraordinarily high cost of gas and electricity, the PCC voted to decrease the commitment in 2023 to £96,900. Even so, the figure represents a considerable commitment towards supporting ministry in parishes which cannot afford ministry otherwise.

The Parish of St Andrew and St Mark, Surbiton

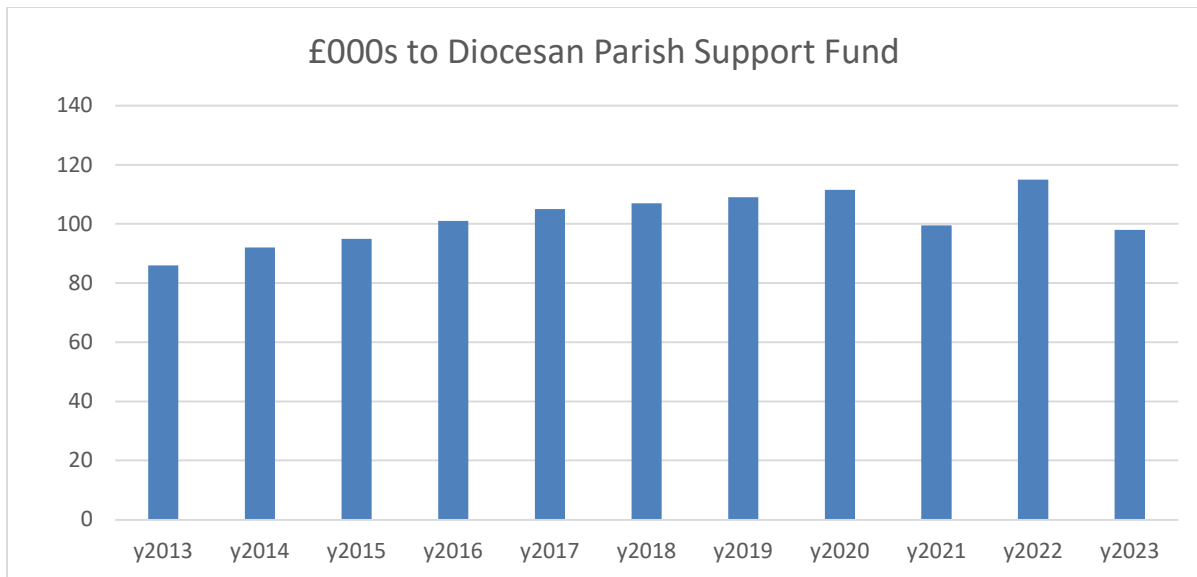


Chart Four: giving to Southwark diocese by the parish

The Parish of St Andrew and St Mark, Surbiton

Financial Statements

Parish of Saint Andrew and Saint Mark Surbiton

Accounts for the year ended 31 December 2022

Independent Examiner's Report to the P.C.C. of St Andrew's and St Mark's, Surbiton

This report on the accounts of the P.C.C. for the year ended 31 December 2022 which are set out on the following eight pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective Responsibilities of the Trustees and Independent Examiner

As the members of the P.C.C. you are responsible for the preparation of the accounts and you consider that the audit requirement of section 144 of the Act does not apply and that an independent examination is needed. I confirm that I am qualified to undertake the examination by being a qualified member of the ICAEW.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act.
- to follow the procedures laid down in the general directions given by the Charities Commission under section 145(5)b of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

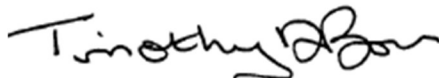
My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the P.C.C. and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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, except that I draw attention to the disclosure in note 4 to the accounts in connection with the accounting treatment of St Andrew's Parish Rooms with which I concur.



Mr. Timothy Brown, A.C.A. - Independent Examiner
50 The Ridings
Surbiton, Surrey, KT5 8HQ

Dated: ~~14 May 2023~~ 19 April 2023

(corrected RS)



THE REVEREND ROBERT STANIER

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

| | Note | Unrestricted Funds £ | Restricted Funds £ | Endowment Funds £ | TOTAL 2022 £ | TOTAL 2021 £ | Budget 2023 £ |
|---------------------------------------|------|----------------------------|--------------------------|-------------------------|--------------------|--------------------|---------------------|
| INCOMING RESOURCES | | | | | | | |
| Voluntary income | 2(a) | 131,241 | 13,452 | - | 144,694 | 122,220 | 129,000 |
| Activities for generating funds | 2(b) | 112,894 | - | - | 112,894 | 79,936 | 125,000 |
| Income from investments | 2(c) | 16,681 | - | - | 16,681 | 16,203 | 11,000 |
| Church activities | 2(d) | 3,937 | - | - | 3,937 | 3,022 | 3,700 |
| Other incoming resources | 2(e) | 1,400 | - | - | 1,400 | 1,820 | - |
| TOTAL INCOMING RESOURCES | | 266,153 | 13,452 | | 279,606 | 223,202 | 268,700 |
| RESOURCES EXPENDED | | | | | | | |
| Cost of generating voluntary income | 3(a) | 1,913 | - | - | 1,913 | 1,654 | - |
| Shared utilities | 3(b) | 29,075 | - | - | 29,075 | 22,286 | 62,000 |
| Cost of generating funds | 3(c) | 4,802 | - | - | 4,802 | 1,822 | 2,000 |
| Church activities | 3(d) | 189,788 | 122 | - | 189,910 | 164,558 | 173,700 |
| Governance costs | 3(e) | 389 | - | - | 389 | 375 | 600 |
| Support costs | 3(f) | 31,915 | - | - | 31,915 | 25,536 | 38,000 |
| Mission donations | 3(g) | - | 11,050 | - | 11,050 | 4,235 | 2,000 |
| Major Works | 3(h) | 47,827 | - | - | 47,827 | 22,018 | 30,000 |
| Other resources used | 3(h) | - | - | - | - | - | - |
| TOTAL RESOURCES EXPENDED | | 305,709 | 11,172 | - | 316,882 | 242,484 | 308,300 |
| Net incoming/(outgoing) resources | | (39,556) | 2,280 | - | (37,276) | (19,282) | (39,600) |
| RECOGNISED GAINS AND LOSSES | | | | | | | |
| Unrealised (loss)/gain on investments | | (79,613) | - | - | (79,613) | 84,956 | - |
| NET MOVEMENT IN FUNDS | | (119,170) | 2,280 | - | (116,890) | 65,675 | (39,600) |
| Balance brought forward | | 2,275,952 | 5,155 | - | 2,281,107 | 2,215,432 | 2,164,218 |
| Balance carried forward | | 2,156,782 | 7,436 | - | 2,164,218 | 2,281,107 | 2,124,618 |

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON BALANCE SHEET AS AT 31 DECEMBER 2022

| | Note | Unrestricted Funds £ | Restricted Funds £ | Endowment Funds £ | TOTAL 2022 £ | TOTAL 2021 £ |
|--------------------------------------|------|----------------------------|--------------------------|-------------------------|--------------------|--------------------|
| FIXED ASSETS | | | | | | |
| Land & buildings | 4 | 1,549,410 | - | - | 1,549,410 | 1,549,410 |
| Tangible assets | 5 | 8,194 | - | - | 8,194 | 12,682 |
| Long term investments | 6(a) | 521,201 | - | - | 521,201 | 650,814 |
| | | <u>2,078,805</u> | <u>-</u> | <u>-</u> | <u>2,078,805</u> | <u>2,212,906</u> |
| CURRENT ASSETS | | | | | | |
| Short term investments | 6(b) | 363 | 876 | - | 1,239 | 1,223 |
| Debtors & prepayments | 7 | 23,973 | - | - | 23,973 | 16,250 |
| Cash at bank & in hand | 6(c) | 56,381 | 10,907 | - | 67,287 | 53,372 |
| | | <u>80,716</u> | <u>11,783</u> | <u>-</u> | <u>92,499</u> | <u>70,845</u> |
| LIABILITIES | | | | | | |
| Creditors | 8 | <u>2,739</u> | <u>4,347</u> | <u>-</u> | <u>7,086</u> | <u>2,644</u> |
| NET CURRENT ASSETS | | | | | | |
| | | 77,977 | 7,436 | - | 85,413 | 68,201 |
| TOTAL ASSETS LESS LIABILITIES | | | | | | |
| | | <u>2,156,782</u> | <u>7,436</u> | <u>-</u> | <u>2,164,218</u> | <u>2,281,107</u> |
| THE FUNDS OF THE CHARITY | | | | | | |
| Unrestricted | 10 | 2,156,782 | - | - | 2,156,782 | 2,275,952 |
| Restricted | | - | 7,436 | - | 7,436 | 5,155 |
| Endowment | | - | - | - | - | - |
| TOTAL | | <u>2,156,782</u> | <u>7,436</u> | <u>-</u> | <u>2,164,218</u> | <u>2,281,107</u> |

The notes numbered 1 - 12 form a part of these accounts

Approved by the Parochial Church Council on ^{19 April}~~24 May~~ 2023 and signed on its behalf by



Rev. Robert Stanier (Chairman)

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

1 ACCOUNTING POLICIES

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP/FRS 102).

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

Fund accounting

Endowment funds were funds of which the capital had to be retained, allowing only the income to be spent. During the year the PCC took advantage of section 289 of the Charities Act 2011 to resolve that it should be free to spend the capital of its small endowment funds.

Restricted funds derive from donations or bequests for a specific purpose. They may only be expended on the purpose for which they were given.

The use of other funds is *unrestricted*, but some are designated by the PCC for particular purposes.

Incoming resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain, and the amounts due are reliably quantifiable. Dividends and interest are accounted for when they fall due for payment. All items are accounted for gross. Rental income from the letting of Church premises is recognised when the rental is due.

Resources expended

Donations out of restricted funds intended to benefit other charities are accounted for when sums have been allocated to the charities in question.

The diocesan parish share is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with section 10(2)(a) and (c) of the Charities Act 2011 unless otherwise specified.

Other land and buildings are included in the accounts at cost and a policy of non-depreciation is currently adopted as they have a very long remaining useful life. An impairment review may be prudent, in the future.

Expenditure on tangible assets is written off as it is incurred where the cost of an asset is equal to or less than £1,000. Where the cost is greater the expenditure is capitalised and depreciated on a declining balance basis over the estimated useful life of the asset. Prior to 1 January 2013 all expenditure on movable church furnishings vested in the churchwardens was written off as it was incurred.

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

2. INCOMING RESOURCES

| | Unrestricted Funds | Restricted Funds | Endowment Funds | TOTAL 2022 | TOTAL 2021 |
|---|-----------------------|---------------------|--------------------|----------------|----------------|
| | £ | £ | £ | £ | £ |
| 2(a) Voluntary income | | | | | |
| Planned giving | 83,466 | - | - | 83,466 | 74,244 |
| Tax recoverable | 25,293 | - | - | 25,293 | 19,270 |
| Open collections | 7,148 | - | - | 7,148 | 2,962 |
| Sundry donations | 12,755 | 6,954 | - | 19,709 | 21,417 |
| Legacies (note 9) | 2,579 | - | - | 2,579 | - |
| Funds raised for other charities | - | 6,319 | - | 6,319 | 4,217 |
| Special trusts | - | 180 | - | 180 | 110 |
| | 131,241 | 13,452 | - | 144,694 | 122,220 |
| 2(b) Activities for generating funds | | | | | |
| Christmas Fair Activities | 7,149 | - | - | 7,149 | 5,336 |
| Hall lettings | 88,727 | - | - | 88,727 | 53,514 |
| Church lettings | 17,018 | - | - | 17,018 | 21,086 |
| | 112,894 | - | - | 112,894 | 79,936 |
| 2(c) Income from investments | | | | | |
| Dividends and interest | 16,681 | - | - | 16,681 | 16,203 |
| 2(d) Income from church activities | | | | | |
| Fees for weddings, funerals & banns | 2,770 | - | - | 2,770 | 2,041 |
| Bible reading fellowship notes | 199 | - | - | 199 | 162 |
| Parish magazine | 76 | - | - | 76 | 406 |
| Coffee mornings | 892 | - | - | 892 | 414 |
| | 3,937 | - | - | 3,937 | 3,022 |
| 2(e) Other incoming resources | | | | | |
| Insurance payment | - | - | - | - | 1,820 |
| Other (Diocesan energy grant) | 1,400 | - | - | 1,400 | - |
| | 1,400 | - | - | 1,400 | 1,820 |
| TOTAL INCOMING RESOURCES | 266,153 | 13,452 | - | 279,606 | 223,202 |

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

| 3. RESOURCES EXPENDED | Unrestricted £ | Restricted £ | Endowment £ | TOTAL 2022 £ | TOTAL 2021 £ |
|--|-----------------------|----------------------|-----------------|-----------------------|-----------------------|
| 3(a) Cost of generating voluntary income | | | | | |
| Parish magazine costs | - | - | - | - | 7 |
| Christmas Fair costs | 1,913 | - | - | 1,913 | 1,647 |
| Fund-raising events - other charities | - | - | - | - | - |
| | <u>1,913</u> | <u>-</u> | <u>-</u> | <u>1,913</u> | <u>1,654</u> |
| 3(b) Shared utilities - At both churches, utility supplies are shared between consecrated buildings and others. These costs cannot reliably be apportioned between the generation of funds and church activities. | | | | | |
| Gas | 16,040 | - | - | 16,040 | 11,105 |
| Electricity | 8,651 | - | - | 8,651 | 9,033 |
| Water | 4,384 | - | - | 4,384 | 2,148 |
| | <u>29,075</u> | <u>-</u> | <u>-</u> | <u>29,075</u> | <u>22,286</u> |
| 3(c) Cost of generating funds | | | | | |
| Other hall running costs | 4,802 | - | - | 4,802 | 1,822 |
| 3(d) Costs associated with church activities | | | | | |
| Diocesan quota | 114,000 | - | - | 114,000 | 95,000 |
| Clergy expenses | 980 | - | - | 980 | 1,381 |
| Clergy housing | 9,391 | - | - | 9,391 | 8,764 |
| Insurance | 12,913 | - | - | 12,913 | 12,191 |
| Church Cleaning | 12,105 | - | - | 12,105 | 7,022 |
| Church Maintenance | 17,633 | - | - | 17,633 | 10,703 |
| Other Church Running Costs | 6,012 | - | - | 6,012 | 11,477 |
| Church music | 12,473 | - | - | 12,473 | 10,493 |
| Children & Older people | 4,282 | 122 | - | 4,404 | 7,526 |
| | <u>189,788</u> | <u>122</u> | <u>-</u> | <u>189,910</u> | <u>164,558</u> |
| 3(e) Governance costs | | | | | |
| Independent examiner's fee | 389 | - | - | 389 | 375 |
| | <u>389</u> | <u>-</u> | <u>-</u> | <u>389</u> | <u>375</u> |
| 3(f) Support costs | | | | | |
| Parish Administrator (see Note 11) | 25,858 | - | - | 25,858 | 19,701 |
| Running costs of office | 6,058 | - | - | 6,058 | 5,835 |
| | <u>31,915</u> | <u>-</u> | <u>-</u> | <u>31,915</u> | <u>25,536</u> |
| 3(g) Mission donations | | | | | |
| Church Overseas | - | 1,353 | - | 1,353 | 463 |
| Relief & development agencies | - | 4,108 | - | 4,108 | 2,460 |
| Home missions | - | 1,866 | - | 1,866 | 530 |
| Secular charities | - | 3,724 | - | 3,724 | 783 |
| | <u>-</u> | <u>11,050</u> | <u>-</u> | <u>11,050</u> | <u>4,235</u> |
| 3(h) Major Repair Works | | | | | |
| Work to St Andrew's & St Mark's (see note 12) | 47,827 | | | 47,827 | 22,018 |
| TOTAL RESOURCES USED | <u>305,709</u> | <u>11,172</u> | <u>-</u> | <u>316,882</u> | <u>242,484</u> |

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

4 Land & buildings

The PCC is the beneficial owner of interests in the following:

| | <u>Value at</u> | <u>Expenditure</u> | <u>Value at</u> |
|-----------------------------------|------------------|--------------------|------------------|
| | £ | £ | £ |
| St. Andrew's Parish Rooms | 508,406 | - | 508,406 |
| St. Mark's Hall | 1,037,802 | - | 1,037,802 |
| Car Park Lease - St. Mark's Court | 2,702 | - | 2,702 |
| Land at Electric Parade | 500 | - | 500 |
| | <u>1,549,410</u> | <u>-</u> | <u>1,549,410</u> |

St Andrew's Parish Rooms were originally constructed under diocesan ownership and have been held in the accounts since their construction. It was originally anticipated that the rooms would be transferred to the parish under a partial redundancy scheme. However, this did not happen in the event. The PCC has considered carefully whether it is correct to continue to include the rooms as an asset in the accounts, having regard to the guidance in the Church of England's PCC Accountability Guide, and has concluded after careful investigation that the arguments for writing the cost off are not adequately supported. The PCC considers that the inclusion of the cost of construction on the balance sheet is in line with Generally Accepted Accounting Principles and reflects the fact that the asset is generating income for the parish.

St. Mark's Hall is valued at the estimated final cost of its construction.

The 999 year lease of parking spaces was granted for a nominal consideration.

It is valued at a figure equal to the legal costs of its acquisition.

At Electric Parade the PCC owns the freehold interest in the land occupied by the Scouts Headquarters.

5 Tangible Assets

| | <u>Brought forward</u> | <u>Cost in year</u> | <u>Depreciation</u> | <u>Value at</u> |
|---|------------------------|---------------------|---------------------|-----------------|
| | £ | £ | £ | 31.12.22 |
| <u>Fixtures, fittings and equipment</u> | | | | |
| Parish rooms, St. Andrew's (Depreciated from 1.1.2013) | 4,106 | - | 411 | 3,695 |
| St. Mark's Hall | 527 | - | 53 | 474 |
| Church IT Equipment | 8,049 | - | 4,025 | 4,024 |
| | <u>12,682</u> | <u>-</u> | <u>4,488</u> | <u>8,194</u> |

Computer Equipment is depreciated over 3 years. Other equipment is depreciated at 10% reducing balance

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

| | 2022 £ | 2021 £ |
|---|----------------|----------------|
| 6 Investments | | |
| 6(a)* <u>Fixed Assets: Long term investments</u> | | |
| Funds managed by CCLA Investment Management Ltd. | | |
| Church of England Investment Fund | 338,561 | 421,818 |
| Global Equity Income Fund | 182,640 | 228,997 |
| | <u>521,201</u> | <u>650,815</u> |
| 6(b) <u>Current assets: Short term investments</u> | | |
| St. Mark's Altar Guild | 421 | 415 |
| St. Mark's Flower Fund | 456 | 450 |
| General Deposit a/c | 363 | 358 |
| | <u>1,239</u> | <u>1,223</u> |
| 6(c) <u>Current assets: Cash at Bank and in hand</u> | | |
| Natwest Bank Account | 19,980 | 28,297 |
| CAF Bank Account | 47,303 | 25,071 |
| Cash | 4 | 4 |
| | <u>67,287</u> | <u>53,372</u> |
| 7 <u>Debtors & prepayments</u> | | |
| Debtors for goods and services | 3,463 | 100 |
| Inland Revenue - tax recoverable | 20,510 | 16,150 |
| | <u>23,973</u> | <u>16,250</u> |
| 8 <u>Creditors & accruals</u> | | |
| Accrued Utilities | 1,589 | 1,494 |
| Owing to other charities | 4,347 | - |
| Refundable key deposits | 1,150 | 1,150 |
| | <u>7,086</u> | <u>2,644</u> |

Creditors are payable within one year, except for deposits refundable at the end of a long-term hire.

9 2022 Legacies

The estate of C M Hartley paid a total of £2,500 to the parish. There was a further £79 final payments from solicitors in respect of prior legacies

* Note 6(a) details

| | Global Equity Income Fund | Church of England Investment Fund | Total |
|--------------------------------|------------------------------|--|----------------|
| Balance at 1 January 2022 | 228,997 | 421,818 | 650,815 |
| Sale of Investments | (15,000) | (35,000) | (50,000) |
| Unrealised (loss)/gain in year | (31,357) | (48,257) | (79,614) |
| Balance at 31 December 2022 | <u>182,640</u> | <u>338,561</u> | <u>521,201</u> |

The Parish of St Andrew and St Mark, Surbiton

ST. ANDREW'S & ST. MARK'S PCC SURBITON NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

10 Fund details as at 31st December 2022

| | <u>Unrestricted</u> | <u>Restricted</u> | <u>Endowment</u> | <u>Total</u> |
|------------------------|---------------------|-------------------|------------------|------------------|
| | £ | £ | £ | £ |
| General fund | 2,156,782 | - | - | 2,156,782 |
| Vicar's fund | - | 596 | - | 596 |
| Other Charities | - | 1,379 | - | 1,379 |
| Special trusts | - | 2,684 | - | 2,684 |
| Christmas Day Party | - | 2,777 | - | 2,777 |
| Other restricted funds | - | - | - | - |
| | <u>2,156,782</u> | <u>7,436</u> | <u>-</u> | <u>2,164,218</u> |

Other restricted funds comprise the parish Fellowship, St. Mark's Altar Guild and Flower Funds.

The Christmas Day Party fund is used to provide lunch at Christmas for those otherwise on their own.

11 Staff Costs

The PCC had six employees during the year (the parish administrator, assistant and 4 cleaners at different times); who were paid total salaries of £32,173. Pension contributions were £1,172. Employer's National Insurance cost was £4,416

No other members of the PCC received any material payment as remuneration, or expenses.

12 Major maintenance works on church fabric

The following major works were undertaken during 2022

| | |
|--|---------------|
| Repairs to St Andrew's Roof | 12,869 |
| Repairs to St Marks Roof | 13,314 |
| Repairs to St Andrew's Organ | 13,617 |
| Repairs to St Andrew's heating system | 7,086 |
| Other preparatory for 2023 (see note 13) | 941 |
| | <u>47,827</u> |

13 Notes on 2023 Budget

Income in 2023 is expected to reflect a small increase in 2022 levels of giving, and a more significant increase in letting income due to a full return to pre-pandemic use of facilities.

Expenditure in 2023 is expected to show inflation increases from 2022, with the exception of significantly higher gas and Specific items of note:

- Our gas prices are fixed until 1 October 2024 at a rate below the government Energy Relief Scheme cap
- Our electricity price is fixed until 1 October 2023 at a rate which attracts relief from the scheme; predicted costs for the year are therefore subject to uncertainties about continuing government support and costs to be negotiated for a new contract
- Staff costs reflect a full year of employment of a Parish Administrator in addition to the Operations Manager
- Our Parish Support Fund contribution to the Diocese has been reduced from £114K in 2022 to £96.9K in 2023

- The only major work included in 2023 is for boiler replacement (£30k) in St Andrews. Other major works under consideration (not included in the budget) will require PCC approval to fundraise, obtain grants or use reserves. Projects include the stained glass at St Andrew's and other remedial work identified in quinquennial inspections.

APPENDIX 1

Contributors to the Report

Report collated and edited by Mary Elliott on behalf of the PCC.

| | |
|---|---|
| Structure, Governance and Management | The Rev'd Robert Stanier, Katherine Reed, Mary Elliott |
| Vicar's Review of 2022 | The Rev'd Robert Stanier |
| Adult Christian Study | Jackie Robbs, the Rev'd Michael Johns-Perring |
| Music | Simon Harvey |
| Serving Team | Helen Goepel |
| St Andrew's and St Mark's Junior School | The Rev'd Robert Stanier |
| Children's Activities | Sarah Stokes, The Rev'd Robert Stanier, The Rev'd Michael Johns-Perring |
| Pastoral Care | The Rev'd Michael Johns-Perring |
| Outreach and Service to the Community | The Rev'd Janice Price |
| Fellowship in Faith | Clare Mannall, Moira Greenfield, the Rev'd Robert Stanier |
| Finance | Andrew Miskin, Diana Lewis, The Rev'd Robert Stanier |
| Health and Safety | Mike Smith |
| Property | Clare Chesterman, The Rev'd Robert Stanier, Mike Smith |
| The Gardens | Mike Smith |
| Eco Committee | Brigid Crew, the Rev'd Michael Johns-Perring |
| Communication and Publicity | The Rev'd Robert Stanier, the Rev'd Michael Johns-Perring |
| Churchwardens' Reports | Rod Pearson, Diana Lewis, Mike Smith |
| Kingston Deanery Synod | Ian Wilson |

APPENDIX 2

Kingston Deanery Synod 2022

‘Rooted in my Parish, connected by my Deanery, supported by my Diocese’

Kingston Deanery Synod comprises seventeen parishes, all of which are situated within the boundaries of the Royal Borough. The purpose of the Synod is to bring together the representatives of these parishes in order to promote the work of Christ’s Church in the Kingston area. The Synod provides an opportunity for representatives to meet three times each year to share experience of the life and work of their churches, to discuss topics of mutual interest and to work together throughout the year on Synod’s agreed priorities as set out in the Deanery Mission Action Plan.

Clergy are members of the Synod and each church elects lay representatives every three years. The Area Dean is appointed by the Bishop of Kingston with clergy having an opportunity to express their preference: Synod members elect the lay chairman. This parish has four members on Synod: Anne Barker, Valerie Baxter, Helen Goepel and Ian Wilson. Principal matters which came to the fore during the year were:

- Living in Love and Faith: The Rev’d Robert Stanier reported on the deanery discussions attended by 16 – 20 people during October and November 2021. (General Synod has subsequently voted to offer blessings for same sex couples but withheld the sacrament of marriage.)
- All Saints, Kingston: Proposal to designate All Saints as a minster church. (This was later deferred pending the arrival of the new incumbent and the new Bishop of Kingston.)
- Ethical Investment: The Rev’d Hugo Foxwood, vicar of St Peter’s, Norbiton, outlined two resolutions on the subject passed by his PCC. After a lively discussion, and some amendment, it was agreed that the resolutions should be forwarded to the Presidents of the Diocesan Synod for consideration. (The response received indicated that they would be considered at the February 2023 meeting when there would be a focus on environmental and energy matters.)
- Increased Energy Costs: How churches are planning to manage.
- Deanery Funerals Scheme: The Rev’d Robert Stanier gave a brief report on the development of the scheme since it began in 2015, highlighting the

The Parish of St Andrew and St Mark, Surbiton

larger proportion of church funerals amongst churches which took part in the scheme. The Diocese will cease making a grant after 2022.

- Kingston C of E Secondary School: The current plan is for the school to open in the autumn of 2024.

Southwark Diocesan Synod

Ian Wilson is a representative of Kingston Deanery on the above. An informative report of the proceedings can be found in *The Bridge* newspaper:

<https://southwark.anglican.org/news-events/news/the-bridge-newspaper/>