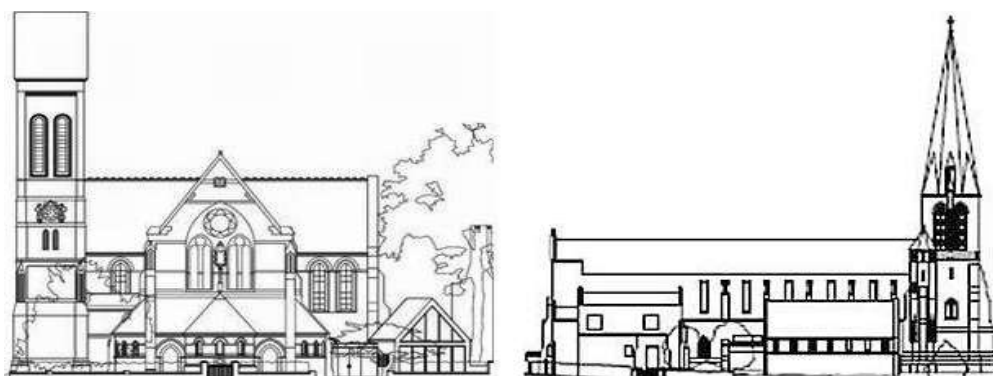


St Andrew & St Mark Surbiton

2024

Annual Report of the Parochial Church Council

Proceedings of the PCC and the activities of the parish



Registered Charity Number: 1130093

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

Presented to the the Annual Parochial Church Meeting on 18 May 2025

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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*, by election, by 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 2023 until the APCM on 18 May 2025:

Anne Barker ***

Valerie Baxter ***

Gary Buckley *

Fiona Caldwell

Mary Elliott **

Helen Goepel ***

Ruth Gilmore - Churchwarden**

Andrew Horn *

Diana Lewis – Churchwarden until May 2024, and Treasurer ongoing

Christopher Madden

Toni Mitchell

Dan Nmadu *

Rod Pearson – Churchwarden*

The Reverend Janice Price

Katherine Reed – PCC Secretary and Churchwarden

Emma Rush

The Reverend Robert Stanier – Chairman

Peter Stokes **

Ian Wilson ***

Eileen Wingrove

Notes:

* Denotes a member who left the PCC between 1 Jan 2023 and 18 May 2025.

** Denotes a member who joined the PCC between 1 Jan 2024 and 30 May 2024

*** Denotes a member of the Kingston Deanery Synod

Anne Oram served as Minutes secretary.

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.

Sub-Committees reporting to the PCC

Committee	Chair or lead contact	Other members
Standing Committee	Robert Stanier	The Churchwardens, Ruth Gilmore and Katherine Reed, the Treasurer, Diana Lewis, and PCC members Andrew Horn and Dan Nmadu
Discipleship	Jackie Robbs	Anne Barker, Helen Goepel, Toni Mitchell, Janice Price
Charities and Social Action	Janice Price	Gary Buckley, Anne Barker, Valerie Baxter, Eileen Wingrove, Moira Greenfield, Charlie Bamford, Emma Rush
Social Events	Robert Stanier	Del Gadd, Kate Harland, Gary Buckley, Emma Rush (until 2025)
Children	Robert Stanier	Hazel Davis, Fiona Caldwell
Lettings	Robert Stanier	Peter Stokes, Diana Lewis, Jay Turland
Finance and Income	Robert Stanier	Dan Nmadu, Diana Lewis, Andrew Horn, Mary Elliott
Environment	Brigid Crew	Terezie Wickenden, Brigid Crew, Valerie Baxter, Katherine Reed

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.

The PCC's charitable object is to promote in the ecclesiastical parish the whole mission of the Church of England

Vicar's Report, For Annual Report of 2024

Introduction

2024 was a steady year at St Andrew's and St Mark's, and the highlight was probably the development of different people on stages of faith. Nine children were admitted to communion; eleven people, seven teenagers and four adults were confirmed, and two adults formally entered the process of discernment for ordination to ministry in the Church. Ordination is, of course, not an 'ultimate' aim for every Christian, but it is encouraging that our parish is providing an environment where those who feel called can move forward in their Christian journey in this way, and hopefully be a blessing to the wider Church.

Public benefit

- Over 16,000 people visited our church buildings last year.
 - Almost 6,000 people came to services, be that a regular service on a Sunday morning, or a one-off service such as a funeral or a carol service. As with 2023, we hosted a relatively large number of funerals.
 - A further 10,000 people visited our buildings for something else, be that a concert, a children's birthday party, a singing group, a ballet class, a drama workshop, a Narcotics Anonymous group...
 - In almost all cases, there is a fee for hiring a church space, but this is reduced for charities e.g. the Samaritans at their quiz.
 - To allow the public use of the buildings, there is constant upkeep through care, money and attention. Congregation members offered over 600 hours' work in the year towards this.
- The church successfully offered a free Christmas lunch on Christmas Day for sixty people, entirely cooked and hosted by volunteers at St Mark's.
- The church continued to run charitable events, almost monthly, in support of the 'Charity of the Month'.
- The parish has continued to support the local state school 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.)
- The church has hosted a Korean Anglican congregation since September, and helps to foster links with the local Korean community.
- The Church continues to be used as a food bank collection centre. Both church buildings gather food for the Surbiton Community Food Bank, which is taken there regularly by volunteers.

The Parish of St Andrew and St Mark, Surbiton

- Soup lunches were offered monthly as well as at Lent, on the last Wednesday of the month at St Mark's. These are nutritious and cheap, and offered for anyone in the local community as part of our connection with the Be Well hub.
- "Sunbeams" play group at St Mark's continued to offer a space for children and carers to relax and/or play in.

Goodbye

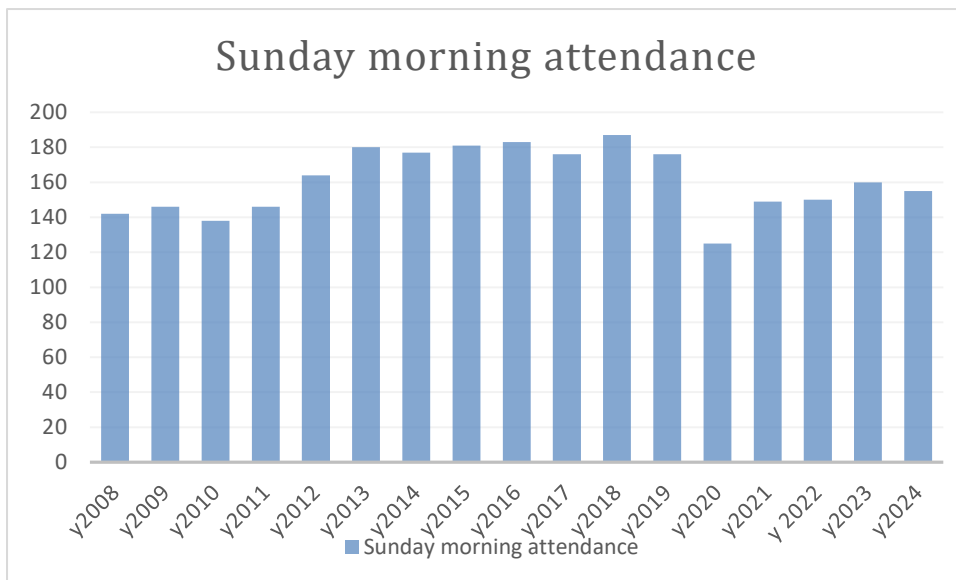
For the third year in a row we had a high number of funerals, both of people who died within the parish who were mostly unconnected with church, but also among some core members of the congregation. Just to mention some people who were regular members of our worshipping community:

- Nancy Vlasto was an indefatigable character, friend to many and prodigious fundraiser. She was a faithful attender at church, until she needed to move to residential care.
- Joan Laidler's kindness and care for her family ran through her deeply. The positive outlook on life that sprang out of her faith, even in times when her mobility was limited and her body grew weaker, were an inspiration.
- Martin Palmer was a staunch member of the church since he and Margaret arrived in the parish in the early 1970s; Martin served as churchwarden at St Andrew's for many years, and offered sensible, practical and positive advice even in the last years of his life.
- Ian Young served as fire officer at one time, and for several years recently, made a point of spending time in St Mark's Church on Tuesday mornings, ensuring the church was tidy and ready for visitors.

All are greatly missed. May they rest in peace and rise in glory.

Morning Worship on Sundays

2024 attendance was higher than 2022 but slightly lower than 2023. In some cases people have moved away, but the overall worshipping community has slightly increased, though many people are slightly less frequent in their church attendance.



The above chart shows Sunday morning attendance since 2008, including adults and children for all morning services, but avoiding double counts if possible. The 2020-24 figures include Zoom attendance as well as in person attendance. For 2023 and 2024, the average on Zoom is just 5. It does not include figures for the Korean congregation, which is dealt with separately for the purposes of this report

Within the services on a Sunday morning,

- Attendance at the 8am Book of Common Prayer communion service remained steady, but has declined slightly, especially when the service was at St Andrew’s rather than at St Mark’s; this disparity is a new one and curious.
- Attendance at the 9.15am service for families with young children has increased by 10% to around 45 adults and children per service
- Attendance in person at the 11am eucharist declined by 10% to around 90.
- The 9.15am eucharist on the first Sunday of the month continues to be attended by an average of almost 100 people, as many as have ever attended it, strengthened by the fact that the children’s and youth choir have their home there on three Sundays each year.

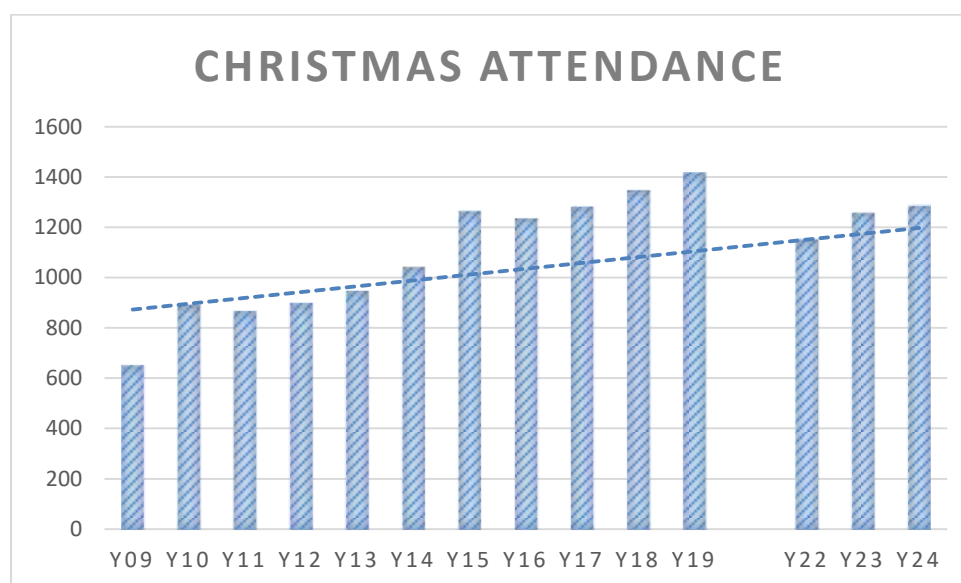
Zoom attendance remained relatively low, after its peak of 2020 and 2021, as people are happier to come to church in person. However, Zoom continues to be an invaluable way of helping those who are ill for a time and house-bound to be able still to attend services as well as some people coming from further afield. The ability to livestream services is of increasing importance as part of our offer for occasional offices.

Christmas

From 2009 to 2019, the explosive growth in Christmas attendance - more than doubling in ten years - was a significant feature of the church’s life. This took a knock with the Lockdowns, but 2024 saw attendance continuing to increase.

The Parish of St Andrew and St Mark, Surbiton

The graph below shows cumulative attendance for: the Christmas Carol service, Christingle services on Christmas Eve, midnight eucharist and Christmas morning services (It does not include the 2,500 adults and children who attended a school carol service hosted at St Mark's church.)



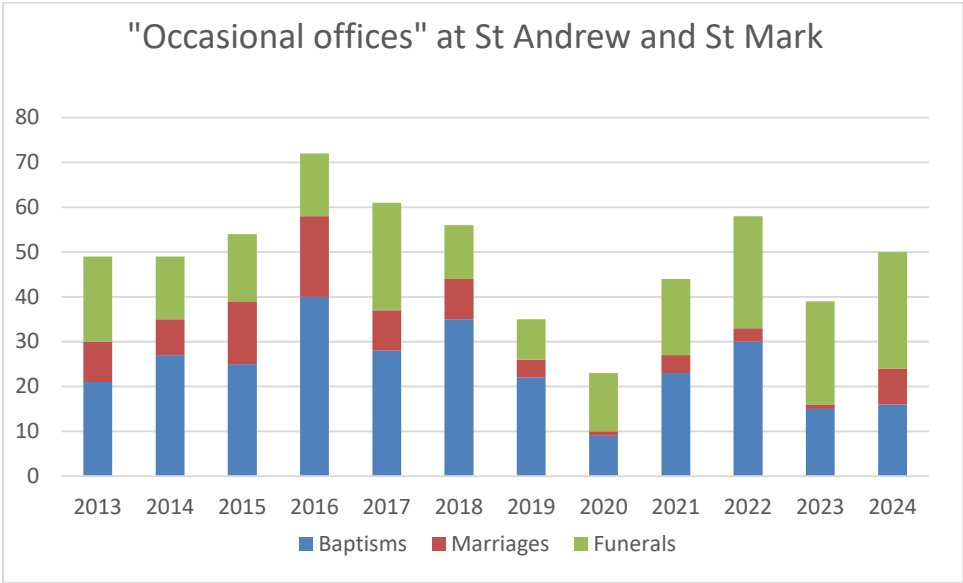
Over a thousand people attended services just in the 24 hours around Christmas Day (including Christmas Eve), which is one of the largest in the diocese.

Marriage, Baptism and Funerals

2024 saw good numbers of all the 'occasional offices'. The parish hosted more weddings than it has done in some years. The number of funerals, both in church and officiated by the clergy in crematoria, remains high. In each of the last three years, there have been between 20 and 30 funerals, roughly 50% more than the average in the previous decade. This is partly due to our participation in the Deanery Funeral scheme, which makes organisation of Christian funerals easier for funeral directors.

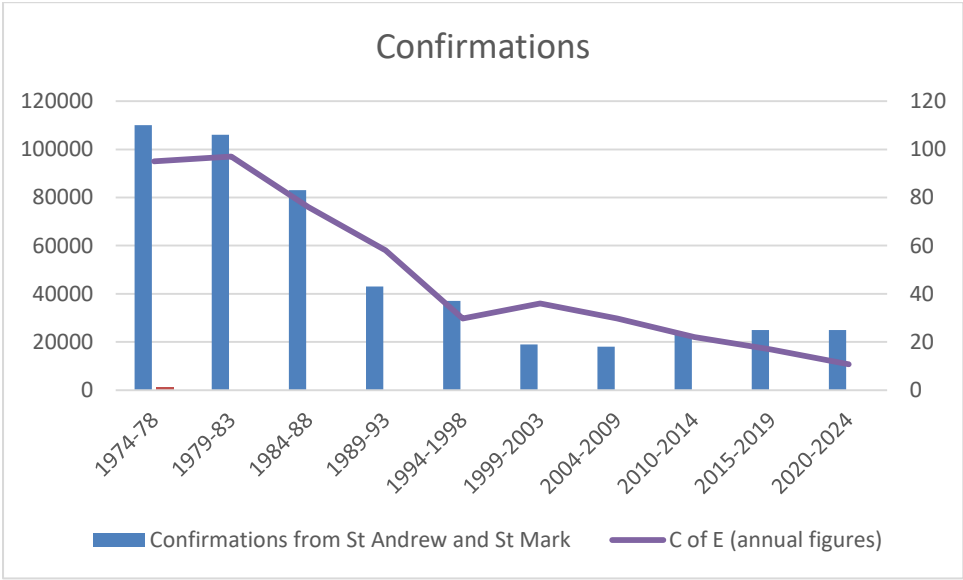
However, the overall funeral 'market' is now being significantly shaped by 'direct to cremation' funerals, where there is no service or ceremony at all: this was the case for just 3% of funerals in the UK in 2019 but 20% of funerals in 2023.

At the one end, society seeks *less* ceremony; at the other end, society seeks *more* ceremony, in that, when funerals do happen in church, the arrangements are often more complex than they once were. Many people now ask that they be livestreamed, and the orders of service are more elaborate. How the Church more widely, and our church in particular, navigates these contrasting trends will affect how many funerals we will 'keep' in churches in the future.



Confirmation

Eleven members from our parish were confirmed by the Bishop of Kingston in a service held at St Andrew’s church, on 6th November; there were two groups of preparation classes: one for adults and one for teenagers. A further three confirmation candidates came from the Korean Anglican Church congregation at a service at St Mark’s church on 15th September.



This continues a trend whereby the last fifteen years have seen an uptick in confirmations from this parish amid a wider decline in the Church of England. From the Seventies to the Nineties the decline in this parish and the nation broadly matched each other. However,

The Parish of St Andrew and St Mark, Surbiton

since the 2000s, there has been a 30% increase at St Andrew's and St Mark's at a time when nationally there has been a 70% decline.

Parish Office and Administration

The parish office has settled with Janine Turland working as the overall Operations and Buildings Manager all through the day from Tuesdays to Fridays and Janene Olivier working as a parish administrator in the mornings from Tuesdays to Fridays. In some cases, Janene now does some of the organising that would previously have done by a volunteer: a good example is flower arranging at St Andrew's. The arranging itself is still done by volunteers, but Janene organises the rota. Dave Oram has begun to do some paid 'handyman' work when circumstances require it.

Sub Committees and Volunteer posts within the Church

2024 continued the committee structure first re-introduced in 2017. The 'discipleship' committee disbanded, having achieved many of its initial goals, but is ready to reform if a particular opportunity presents itself.

All the committees - 'Finance', 'Charity and social action', 'Eco' and 'Social' - produced helpful work and met regularly. The 'Children's' committee did not meet as it was hard to find a core membership due to people moving away or being indisposed. Three new volunteers started to offer leadership at Sunday Club which is a good sign.

Diana Lewis stepped down from her duties as churchwarden to focus on being treasurer; Katherine Reed became a churchwarden as well as being secretary, but Anne Oram helped with minuting duties. Ruth Gilmore stepped up as churchwarden.

Legacies

The parish has benefitted significantly from a number of legacies in 2023 and 2024. It is now a matter for the PCC to decide how to invest these to grow the Gospel in Surbiton.

Communication

Online forms of communication continued to be important.

Arguably, the central hub of parish communication has remained the extended reach of the weekly email, which by the end of the year was going to around 600 subscribers, with an 'open' rate of just over 60%. This continues to be a key method of communication for church events and prayers as well as for Zoom codes to be disseminated.

Our Facebook page is another significant hub with general parish news.

Our website did well but is due an update, and there could be adoption of the 'Church Suite' software to improve this aspect of parish life. Our YouTube channel had 215 subscribers at the end of the year. The channel had a total of 3,000 views in 2024. The

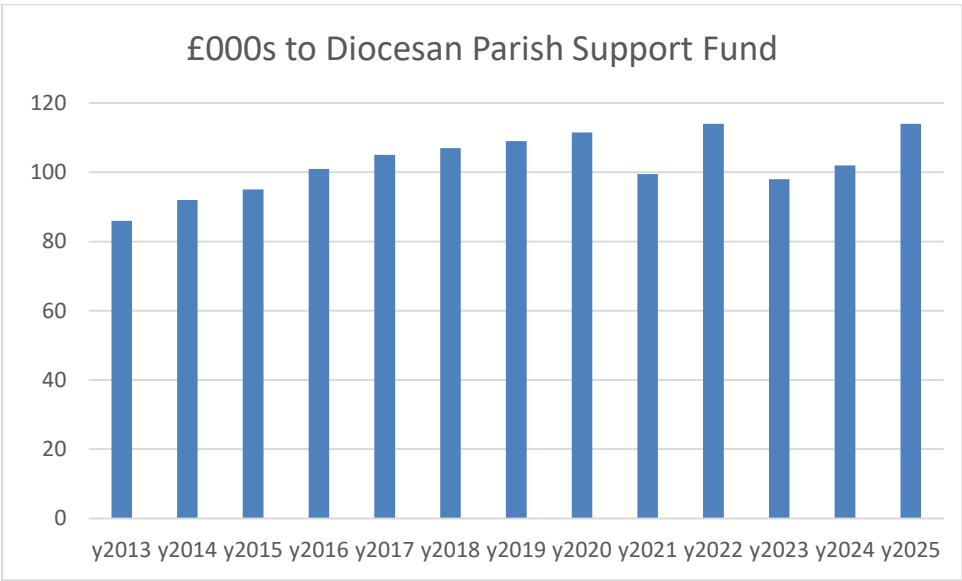
Parish’s feed on X, formerly known as Twitter, typically produced 1 or 2 posts each week, boosting our presence there.

A typical sermon video had only about 60 views, though five sermons reached an audience of over 100.

The magazine, ‘Spire and Tower’ was relaunched in the autumn under the editorship of Greg Melia.

Parish Support Fund for the Diocese

Chart Four: giving to Southwark diocese by the parish



In a number of recent years, our pledge dropped from its previous levels: first in 2021 because of the drop in lettings during the lockdowns; second in 2023 because of the need to fix the ceiling at St Andrew’s and then third in 2024 as we factored in fuel bills. Having navigated these choppy waters, the PCC felt able to significantly increase our Parish Support Fund offer, through which we help ministry in the wider church including in parishes that are less well off than ours.

OTHER SECTIONS

SASM Junior School

SASM Junior School has thrived under its headteacher, Matthew Gates, working well alongside the new deputy head, Sarah Crowther. Their choir performed again at the Christmas Fair.

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People who have served as Foundation Governors this year are: Reverend Robert Stanier, Ruth May, Lucy Davis, Shafaly Khan and Zoe Francis. 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 youth work

In terms of working with children of all ages, 2024 was a strong year in the parish. Nine children were admitted to communion at the main choral eucharist at St Andrew's on 23rd June (Thirty-six children have been admitted to communion in this parish since the practice began here in 2010.) Carole Bourne led the preparation classes brilliantly and it finished with the service in June and then a trip to Chessington World of Adventures.

Seven teenagers were confirmed in November, all of whom had previously been admitted to communion themselves at services in the past. This group attended a special event in October, including a eucharist where the president and preacher was Justin Welby, the Archbishop of Canterbury. This was coordinated by a new movement, Youth Ministry in Communion which supports young people in churches where traditionally there has been a more sacramental worship. It also coincided with a relative lack of investment in youthwork.

It may be that joining this diocese-wide organisation can help form a pattern and structure for youthwork going forward.

Uniformed groups

The 1st Surbiton Scout Troop continues to meet in the Scout hut with its Beavers, Cubs, Explorers and Scouts. These come to church twice a year for Mothering Sunday and Harvest Sunday. The church link with the Brownies has not yet been restored after the divide caused by Covid.

Sunbeams

This stay and play group is run by volunteers from our church congregation once a week during school terms. For a nominal charge a welcome is extended to all parents or carers with their children from 0 to 3 years old. The aim is to provide a friendly environment where everyone can have a happy time for an hour or so. There is a plentiful supply of toys for the children to play with while the adults get biscuits and a hot drink. The group is very popular, and at times over-subscribed.

Adult Christian Ministry

Tuesday Morning and Friday Afternoon Bible Study at St Mark's

Both groups flourished. The Tuesday group grew steadily and by the end of 2024, had 9 regular members with another 2 due to join in 2025. The group undertook studies from the Old and New Testaments around the theme of "Our God who does the unexpected" and also looked at episodes from the beginning of Jesus' adult ministry. The Friday group finished their study of the opening chapters of Revelation and moved on to the book of Acts. Meetings were led by Jackie Robbs in Room 2 at the back of St Mark's.

Discipleship Sub-Committee

In May, the Committee organised and ran a parish quiet day at Wychcroft Retreat Centre. 18 members of the parish came along. Rev Janice Price presided at Morning Prayer, a mid-



day Eucharist, and Evening Prayer in the chapel adjacent to the house. In between those fixed points, there was a choice between taking part in group sessions - such as a guided *Lectio Divina* (divine reading) - or just taking time to read, walk, pray or meditate in silence. Morning coffee, a delicious lunch and afternoon tea and cake were provided by the inhouse team.

*John Hayward's painting of
Christ the Worker – Wychcroft
chapel*

Evening Home Group

The evening home group continued to meet every other Tuesday (then changing to Wednesdays). It was a shame to say Goodbye to some loyal members but God provided some new members of the congregation who were keen to get involved. The group continued reading Romans and then Hosea, and emphasised informality and social fellowship. Some of the group are also members of the thriving Sunday evening pub quiz team.

Safeguarding

The church continues to take safeguarding seriously. There are two Parish Safeguarding Officers in place, Charles Bamford-Hurrell and Sarah Stokes. They have met with the vicar on several occasions during the year to discuss issues that have been reported. Where it has been thought sensible to do so, they have contacted the diocesan safeguarding team for further advice.

While their names are publicly available and their photographs are in place at both churches, on Safeguarding Sunday, they identified themselves to the congregations after the services by mingling after the 9.15am and 11am services.

The PCC endorses the code under section 5A of the Safeguarding and Clergy Discipline Measure 2016." as required by the Church Representation Rules

Parish Mothers' Union Branch

The Mothers' Union was founded by Mary Sumner in 1876 and launched as a National Organisation in 1885. Their mission is Christian Care for Families through Prayer, Enabling and Campaigning. They support families of all kinds, of all faiths and none in 83 countries to transform communities. Although Mothers Union is a separate charity to the PCC, the branch is much valued by church members and parishioners.

There has been a Mothers' Union Branch in St Andrew & St Mark's Parishes since 1893. The branch meets every third Wednesday of the month. During 2024 the variety of meetings have included shared reflections, discussions around themes, members feedback of events, celebrations and social gatherings. Every meeting begins and ends with prayers. Attendance is open to non-members as well as members.

There is an active membership of 26 members keeping the branch alive and moving forward and strong links with the clergy, who support our meetings and are Mothers' Union members. For much of 2024 the branch has been looking at 'Is the Mothers' Union relevant for the 21st Century?' To guide the discussions we have used Mothers' Union resources, 'Transformation Now' and 'Metamorphosis'. We have looked at 'What we used to do, What we are doing now and What we could do in the future.'

The branch continues to support The United Nations 16 Days of Activism Against Gender-Based Violence and the MU 'RISE UP' campaign against domestic abuse.

It supports the local Refuge and has financed a set of yoga mats for them to use for sessions. The branch also supports the Southwark MU 'Away From It All' (AFIA) scheme that sends disadvantaged families on holidays.

This is Moira's last year as branch leader and going into 2025 the group is working towards a new structure for its running.

Charities and Social Action Committee

Activities in 2024:

The Charities and Social Action Committee continued to organise events throughout the year in aid of the wide range of charities supported by St Andrew's and St Mark's. The fundraising events provided an opportunity for community-building and social interaction which people found encouraging. Listed below are the fundraising amounts achieved during 2024:

The results of fundraising in 2024 is as follows:

Leprosy Mission - £523.06

Mission to Seafarers - £678.92

Christian Aid - £1121.58

Princess Alice Hospice - £1521.70

Matabeleland Link - £539.41

Action for Bethlehem Children with Disability - £875.30

Kingston Churches Action on Homelessness - £150

Oxygen - £569.71

Christians Against Poverty - £526.01

Welcare - £1244.38

The Children's Society - £1244.38

Total: £8994.45

Social Action:

The Parish of St Andrew and St Mark, Surbiton

Throughout 2024 members of SASMS have been generous in their support of local foodbanks through boxes at the back of our churches and the Harvest Offering. Surbiton Community Fridge, New Era Community Projects and Alfriston Day Care Centre have all received food items from us as demands on their work continue to increase. Bring A Tin Sundays have also provided an increased contribution which has been donated to the three voluntary food providers.

The Christmas Day lunch is an established and important support for many who would otherwise be alone on Christmas Day and would rather be with others.

Eco Committee

There was a demonstration of de-stratifiers in St Andrew's (purchase not approved by the Diocese). The Wonderful World Exhibition took place at St Mark's with exhibits of art work from members of the congregation and pupils at St Andrew's and St Mark's School.

Flowers

In January Ann & Clare Mannall ran an informative and fun flower workshop which welcomed about 14 people from the congregation. Types and colours of flowers for different occasions was discussed and when there aren't flowers in the church and why. Of course there was coffee and cake too followed by an active section where everyone had the chance to complete a flower arrangement. The church looked and smelt beautiful that weekend.

Subsequently there is now a flower rota that is regularly filled, along with a group of 6+ for special occasions such as Easter and Christmas.

Everyone is welcome to join the rota even if they have not attended the workshop or had any experience with flowers. Congregants are invited to choose a special anniversary or loved one's birthday or just enjoy finding their artistic side with flowers. They can do this by contacting Clare or Ann at church one Sunday.

Church Magazine

This year, SASM's parish magazine Spire & Tower saw the light of day after a couple of years' break. It was last regularly produced when Michael Johns-Perring was at the helm and had fallen into disrepair after he left, but Greg Melia has now taken over the editor's desk, with Janene printing the magazines in the church office. The plan is to publish four times a year, for Lent, Summer, Harvest and Advent, probably at 16 pages per issue. So far there has been a selection of pieces on church life, the history of the area, people's thoughts, book reviews and even original art. Two issues in, people have started to volunteer their own copy without asking which makes the editor's task much easier.

Music

Adult Choir

2024 was a generally settled year for our adult choir and although we only managed to gain one new member during the year (although a much-needed tenor!) it has felt like a year of consolidation of sorts. Numbers remained significantly lower than pre-Covid levels with a regular group of 15 singers making up our choir plus help from up to 4 additional voices for evensongs and other occasional services. There remains a need for more regular singers, however, particularly tenors and basses. To get back to around at least 20 regular singers would be ideal for the size of both churches, to widen our repertoire again and to maintain the standard of our choral offering, particularly during bouts of choir illness or singers dropping out at the last minute.

Although the number of singers in the adult choir remains modest, the regular pattern of sung services were mostly successful throughout the year, including the extra services scheduled for the Christmas and Easter periods. Regular members have been loyal and done their utmost to maintain the choral music to the best that can be achieved given the available resources.

Further discussion around the possibility of offering Choral Scholarships continued during the year and it is hoped that these may become a reality in 2025.

The choir took its annual trip to sing Choral Evensong at a UK Cathedral, joining once again with the choir of St Matthew's, this time led by their new Director of Music. The venue was Salisbury Cathedral on a gloriously sunny autumn day in October. Music included "Belfast Canticles" (new to all!) by Philip Stopford, as well as "The Responses" by Richard Ayleward. The anthem was the ever glorious "Evening Hymn" by Balfour Gardiner. The choirs are due to sing at St George's Chapel, Windsor Castle in May 2025.

In the Autumn, it was lovely to hold a social event in the form of a choir lunch at The French Table in Maple Road which was well attended and enjoyed by everyone.

Children's Choir and Youth Choir

Numbers in the Children's Choir have continued to grow throughout 2024 with a steady attendance of up to 20 young people attending across the combined Children's & Youth Choirs throughout much of the first half of the year, the highest there have been since the inception of these two groups. Numbers in the Youth Choir remained healthy up until the start of the Autumn Term when several singers decided they could no longer commit to singing which left only 4 singers in that group. It is hoped that the Youth Choir can revitalise its membership at some point in the near future. The choirs managed their customary four "five-week" modules, and the music learned covered a wide repertoire both accompanied and *acapella* alongside the adult choir. The Children's/Youth Choirs sung without the adults at the Christingle service at St Andrew's on Christmas Eve, as is their usual practice, singing

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in front of several hundred people in a packed church. In June, the young singers enjoyed an afternoon out to Airhop in Esher where various activities included inflatables, trampolines and climbing walls - everyone seemed to have a good time, maintaining the strong social side amongst our young singers.

Pianists

A huge vote thanks, as ever, must go to our team of 4 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 and we just couldn't do without them. We could do with more pianists, of course! It is hoped that both grand pianos in our churches will be replaced in 2025 as they are beginning to show their age and desperately need upgrading.



SASM & St Matthew's Choirs rehearsing



Salisbury Cathedral

Finance

Accounts

Parish of Saint Andrew and Saint Mark, Surbiton

Accounts for the year ended 31 December 2024

Independent Examiner's Report to the PCC of St Andrew and St Mark, Surbiton

This report on the accounts of the PCC for the year ended 31 December 2024 which are set out on the following 8 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 PCC 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 the Independent Examiner's Report

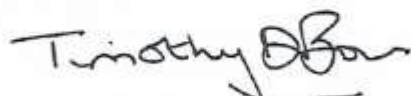
My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes 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 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: 12th March 2025

The Parish of St Andrew and St Mark, Surbiton

St. Andrew's and St. Mark's PCC Surbiton Statement of Financial Activities for the Year ended 31st December 2024

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £	Budget 2025
INCOMING RESOURCES							
Voluntary income	2(a)	577,021	100,000	9,054	686,075	281,049	119,300
Activities for generating funds	2(b)	135,217	-	-	135,217	122,943	140,000
Income from investments	2(c)	32,943	-	48	32,991	15,561	30,000
Church activities	2(d)	4,795	-	-	4,795	4,314	5,300
Other incoming resources	2(e)	5,567	-	-	5,567	14,345	-
TOTAL INCOMING RESOURCES		755,543	100,000	9,102	864,645	438,212	294,600
RESOURCES EXPENDED							
Cost of generating voluntary income	3(a)	862	-	100	962	916	1,000
Shared utilities	3(b)	41,604	-	-	41,604	38,428	32,500
Cost of generating funds	3(c)	1,240	-	-	1,240	1,153	1,200
Church activities	3(d)	197,161	-	1,183	198,344	182,194	200,600
Governance costs	3(e)	400	-	-	400	375	500
Support costs	3(f)	38,503	-	-	38,503	35,137	42,800
Charity donations	3(g)	-	-	8,994	8,994	8,336	8,000
Major works	3(h)	19,292	-	-	19,292	32,937	48,000
TOTAL RESOURCES EXPENDED		299,062	-	10,277	309,339	299,476	334,600
Net incoming / (outgoing) resources		456,481	100,000	(1,175)	555,306	138,736	(40,000)
RECOGNISED GAINS AND LOSSES							
Unrealised gain / (loss) on investments	5(d)	21,619	-	-	21,619	59,353	-
NET MOVEMENT IN FUNDS		478,100	100,000	(1,175)	576,925	198,089	(40,000)
Balance brought forward		2,356,056	-	6,251	2,362,307	2,164,218	2,939,232
Balance carried forward		2,834,156	100,000	5,076	2,939,232	2,362,307	2,899,232

St. Andrew's and St. Mark's PCC Surblton
Balance Sheet as at 31st December 2024

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
FIXED ASSETS						
Land and Buildings	4	1,549,410	-	-	1,549,410	1,549,410
Tangible assets	5	3,377	-	-	3,377	3,753
Long Term Investments	6a	602,173	-	-	602,173	580,554
		<u>2,154,960</u>	<u>-</u>	<u>-</u>	<u>2,154,960</u>	<u>2,133,717</u>
CURRENT ASSETS						
Short Term Investments	6b	634,393	-	953	635,346	151,278
Debtors & prepayments	7	12,129	-	-	12,129	15,189
Cash at bank and in hand	6c	46,926	100,000	4,652	151,578	72,145
		<u>693,448</u>	<u>100,000</u>	<u>5,605</u>	<u>799,053</u>	<u>238,612</u>
LIABILITIES						
Creditors	8	<u>14,252</u>	<u>-</u>	<u>529</u>	<u>14,781</u>	<u>10,022</u>
NET CURRENT ASSETS		<u>679,196</u>	<u>100,000</u>	<u>5,076</u>	<u>784,272</u>	<u>228,590</u>
TOTAL ASSETS LESS LIABILITIES		<u>2,834,156</u>	<u>100,000</u>	<u>5,076</u>	<u>2,939,232</u>	<u>2,362,307</u>
THE FUNDS OF THE CHARITY						
Unrestricted	10	2,834,156	-	-	2,834,156	2,356,056
Designated		-	100,000	-	100,000	-
Restricted		-	-	5,076	5,076	6,251
TOTAL		<u>2,834,156</u>	<u>100,000</u>	<u>5,076</u>	<u>2,939,232</u>	<u>2,362,307</u>

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

Approved by the Parochial Church Council on 12/3/25 and signed on its behalf by

Robert Stanier

Revd. Robert Stanier (Chairman)

St. Andrew's and St. Mark's PCC Surbiton Notes to the Financial Statements for the Year ended 31st December 2024

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

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 may be 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.

St. Andrew's and St. Mark's PCC Surbiton
Notes to the Financial Statements for the Year ended 31st December 2024

2 INCOMING RESOURCES	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2(a) Voluntary Income					
Planned Giving	74,471	-	-	74,471	82,687
Open Collections	11,988	-	-	11,988	9,607
Tax Recoverable	18,852	-	-	18,852	18,102
Sundry Donations	5,725	-	-	5,725	8,516
Legacies (Note 9)	465,985	100,000	-	565,985	150,000
Funds raised for other charities	-	-	8,994	8,994	8,307
Special trusts (Christmas Day party)	-	-	60	60	3,830
	<u>577,021</u>	<u>100,000</u>	<u>9,054</u>	<u>686,075</u>	<u>281,049</u>
2(b) Activities for generating funds					
Christmas Fair Activities	7,407	-	-	7,407	6,920
Hall Lettings	105,619	-	-	105,619	96,639
Church Lettings	22,191	-	-	22,191	19,384
	<u>135,217</u>	<u>-</u>	<u>-</u>	<u>135,217</u>	<u>122,943</u>
2(c) Income from investments					
Dividends and Interest	32,943	-	48	32,991	15,561
2(d) Income from church activities					
Fees: weddings, funerals and banns	3,683	-	-	3,683	3,234
Bible Reading notes	190	-	-	190	150
Parish magazine	-	-	-	-	-
Coffee mornings	922	-	-	922	930
	<u>4,795</u>	<u>-</u>	<u>-</u>	<u>4,795</u>	<u>4,314</u>
2(e) Other Incoming resources					
Other (2024 LPOW grant)	5,567	-	-	5,567	14,345
(2023 LPOW & Area Dean Grant)					
TOTAL INCOMING RESOURCES	<u>755,543</u>	<u>100,000</u>	<u>9,102</u>	<u>864,645</u>	<u>438,212</u>

The Parish of St Andrew and St Mark, Surbiton

St. Andrew's and St. Mark's PCC Surbiton Notes to the Financial Statements for the Year ended 31st December 2024

3 RESOURCES EXPENDED		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
3(a)	Cost of generating Voluntary Income					
	Christmas Fair costs	862	-	-	862	881
	Other	-	-	100	100	35
		<u>862</u>	<u>-</u>	<u>100</u>	<u>962</u>	<u>916</u>
3(b)	Shared Utilities - At both churches, utility supplies are shared between consecrated buildings and halls. These costs cannot reliably be apportioned between the generation of funds and church activities.					
	Gas	25,898	-	-	25,898	15,343
	Electricity	15,304	-	-	15,304	20,933
	Water	402	-	-	402	2,152
		<u>41,604</u>	<u>-</u>	<u>-</u>	<u>41,604</u>	<u>38,428</u>
3(c)	Cost of generating funds					
	Other hall running costs	1,240	-	-	1,240	1,153
3(d)	Costs associated with church activities					
	Diocesan quota (PSF)	100,500	-	-	100,500	96,900
	Clergy expenses	1,125	-	-	1,125	1,290
	Clergy housing	1,983	-	-	1,983	4,700
	Insurance	14,663	-	-	14,663	13,921
	Church cleaning	14,060	-	-	14,060	13,457
	Church maintenance	35,254	-	-	35,254	22,406
	Other church running costs	7,106	-	-	7,106	6,141
	Church music	14,474	-	-	14,474	14,607
	Children and older people	5,543	-	-	5,543	5,859
	Hospitality	2,453	-	1,183	3,636	2,913
		<u>197,161</u>	<u>-</u>	<u>1,183</u>	<u>198,344</u>	<u>182,194</u>
3(e)	Governance costs					
	Independent examiner's fee	400	-	-	400	375
3(f)	Support costs					
	Office staff (see Note 11)	33,296	-	-	33,296	29,756
	Running costs of office	5,207	-	-	5,207	5,381
		<u>38,503</u>	<u>-</u>	<u>-</u>	<u>38,503</u>	<u>35,137</u>
3(g)	Donations to other Charities					
	Church Overseas	-	-	539	539	1,588
	Relief and Development agencies	-	-	2,520	2,520	2,124
	Home missions	-	-	2,599	2,599	1,966
	Secular charities	-	-	3,336	3,336	2,658
		<u>-</u>	<u>-</u>	<u>8,994</u>	<u>8,994</u>	<u>8,336</u>
3(h)	Major repair works (see Note 12)	19,292	-	-	19,292	32,937
TOTAL RESOURCES USED		<u>299,062</u>	<u>-</u>	<u>10,277</u>	<u>309,339</u>	<u>299,476</u>

St. Andrew's and St. Mark's PCC Surbiton
Notes to the Financial Statements for the Year ended 31st December 2024

4 Land and Buildings

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

	Value at 1.1.24 £	Expenditure £	Value at 31.12.24 £
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>

The 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

	Brought Forward at 1.1.24 £	Cost in Year £	Depreciation £	Value at 31.12.24 £
Fixtures, Fittings and Equipment				
Parish Rooms St Andrew's (depreciated from 1.1.2013)	3,325	-	333	2,992
St Mark's Hall	428	-	43	385
	<u>3,753</u>	<u>-</u>	<u>376</u>	<u>3,377</u>

Fixtures, fittings and equipment are depreciated at a 10% reducing balance.

The Parish of St Andrew and St Mark, Surbiton

St. Andrew's and St. Mark's PCC Surbiton Notes to the Financial Statements for the Year ended 31st December 2024

	2024 £	2023 £
6 Investments		
6(a)* Fixed Assets: Long term investments		
Funds managed by CCLA Investment Management Ltd		
Church of England Investment Fund	379,177	370,693
Global Equity Income Fund	<u>222,996</u>	<u>209,861</u>
	<u>602,173</u>	<u>580,554</u>
6(b) Current Assets: Short term investments		
CCLA Deposit Account	634,000	150,000
St Mark's Altar Guild (restricted)	457	434
St Mark's Flower Fund (restricted)	495	470
"PCC G" General Deposit a/c	<u>394</u>	<u>374</u>
	<u>635,346</u>	<u>151,278</u>
6(c) Current assets: Cash at bank and in hand		
Natwest Bank Account	23,600	32,112
CAF Bank Account	127,978	40,029
Cash	<u>-</u>	<u>4</u>
	<u>151,578</u>	<u>72,145</u>
7 Debtors and prepayments		
Charity collections and donations	-	1,473
Interest receivable	6,066	-
Debtors for goods and services	-	100
H M Revenue & Customs - tax recoverable	<u>6,063</u>	<u>13,616</u>
	<u>12,129</u>	<u>15,189</u>
8 Creditors and accruals		
Goods, services and expenses	5,571	3,013
Accrued utilities	5,421	2,811
Owing to other charities	2,489	3,348
Refundable key deposits	<u>1,300</u>	<u>850</u>
	<u>14,781</u>	<u>10,022</u>

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

9 2024 Legacies	The parish has received the following gifts in 2024:	
	£	
An interim distribution from the estate of the late Vera Palmer	200,000	
A gift from the estate of the late Barbara Prince	1,921	
The final distribution from the estate of the late Mary Rice	143,092	(2023 interim distribution of £150,000)
A nominated sum from the Pension Fund of the late Margie Lindsay	120,972	
An interim distribution from the estate of the late Margie Lindsay	<u>100,000</u>	
	<u>565,985</u>	

*Note 6(a) details	Global Equity Income Fund	Church of England Investment Fund	Total
	£	£	£
Balance at 1 January 2024	209,861	370,693	580,554
Sale of Investments	-	-	-
Unrealised (loss) gain in year	<u>13,135</u>	<u>8,484</u>	<u>21,619</u>
Balance at 31 December 2024	<u>222,996</u>	<u>379,177</u>	<u>602,173</u>

St. Andrew's and St. Mark's PCC Surbiton
Notes to the Financial Statements for the Year ended 31st December 2024

10 Fund details as at 31st December 2024

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Total</u>
	£	£	£	£
General Fund	2,833,762	-	-	2,833,762
"PCC G Fellowship" Fund	394	-	-	394
The Margie Lindsay Fund	-	100,000	-	100,000
Special Trust (Vicar's Fund)	-	-	461	461
St Mark's Altar Guild & Flower Funds	-	-	953	953
Christmas Day Party	-	-	3,662	3,662
	<u>2,834,156</u>	<u>100,000</u>	<u>5,076</u>	<u>2,939,232</u>

The Margie Lindsay Fund has been designated by the PCC

- (a) for the purposes set out in Margie Lindsay's Will, namely, the upkeep of the organ, purchase of choir music and any other items needed for the choir
- (b) generally to support the work of the director of music and the choirs in the parish in promoting the mission of the church by the provision of divine worship; and
- (c) to enhance (by the provision of musical instruments, equipment and facilities) the opportunities for concerts and other musical events on the church premises for the benefit of the wider community.

11 Staff Costs

The PCC had 3 employees during the year in the posts of Parish Administrator, Property and Lettings Manager and cleaner. Their gross salaries were £40,841 and employer's pension contributions were £536. Employer's National Insurance cost was nil, covered by £5,000 employer's allowance. No other members of the PCC received any material payment as remuneration or expenses.

12 Major maintenance work on church fabric

The following major work was undertaken during 2024

Weighill Builders Quinquennial work at St Andrew's £19,292

13 Notes on the 2025 Budget

- Planned giving will continue at the lower level of 2024 (down from 2023) as will sundry donations. Open collections remain at 2024 levels (up from 2023).
- The volume of hires for both halls and churches will remain at 2024 levels. Hire rates will increase by 2.5% est.
- Interest from funds on deposit (from legacies received in 2024) will be significantly higher than 2024. Some funds are expected to be spent during 2025 but this is difficult to estimate.
- Salaries in 2025 for office staff and the cleaner have been reviewed by the PCC and increases in hourly rates significantly in excess of inflation have been agreed.
- Gas and electricity unit costs are fixed until Sept 2025. Unit consumption is estimated using figures for the 2nd half of 2024, after heating control problems were rectified.
- Water costs look low for 2024 due to an over provision at the end of 2023. Costs for 2025 are based on 2024 consumption with an allowance for price increase.
- Housing costs (interest on 1 The Mall) have been confirmed following discussion with the Diocese.
- Bids maintenance (not major) is estimated as £10K lower than 2024 due to non recurring St M hall floor and heating controls work.
- Music costs do not include planned expenditure from the Lindsay Fund (bequest designated for music)
- Most other costs will increase by a roughly inflationary uplift of 2.5%.
- Legacies have not been anticipated. An small final distribution of The Margie Lindsay Fund is expected in 2025. Similarly a final distribution is expected from the estate of the late Vera Palmer. We have also been notified of a bequest of £20,000 from the late Brian Alnsworth.

Accounts summary

Parish Accounts 2024 Commentary:

2024 was a year in which exceptional gifts from legacies were received. The financial activities of the parish continued as normal and the balance of recurring income against recurring expenditure needs to be considered aside from the legacy income.

The net incoming resources were £555K, of which legacies amounted to £566K (Note 9 for details). The deficit of expenditure in excess of income excluding legacies is therefore £11K.

If the deficit of £11K is adjusted to take out expenditure of £19K on major works (funded from reserves), then the overall figure for recurring income and expenditure is a surplus of £8K.

The PCC continues its plan to balance recurring income against expenditure in the medium term. The legacy gifts have increased reserves significantly and decisions will need to be made about the use of these resources. In addition, the parish needs to continue to focus on maintaining the real value of income from giving and from lettings of our buildings. Costs, particularly gas and electricity usage, remain a challenge.

Income:

Compared to 2023, planned giving is down whilst open collections are up. The switch to contactless giving continues with a (relatively) permanent giving station at St Andrews and a smaller more mobile unit at St Marks. Overall voluntary income, excluding legacies, is £120K. This includes £9K raised for charities and just under £19K of tax recoverable from Gift Aided giving.

Hall lettings are up by £9K and church lettings by £3K. The overall figure of £128K from lets is a very significant part of our overall income and could not be generated without the capability and hard work of the parish office team.

Income from investments at £33K is more than double the amount received in 2023 primarily because much larger funds (from legacies) have been on deposit. This higher level of interest will not continue if/when some reserve funds are committed to expenditure in the future.

Grants from the Listed Places of Worship scheme are lower as less eligible buildings maintenance work has been done at St Andrews than in 2023, so there has been less VAT to reclaim.

Legacy Income:

The PCC wishes to record its gratitude to past parishioners for their generous gifts. The late Mary Rice, Barbara Prince and Vera Palmer have given a total of £345K from their estates in 2024 as unrestricted gifts.

The late Margie Lindsay left gifts to the parish both from her retirement pension fund and from her estate.

The sum of £121K from Margie's pension fund has been accepted by the PCC as an unrestricted gift and it is expected that the recurring costs of music such as the salary of the Director of Music will be paid from the general fund to which this gift has been added.

A further £100K has been received as an interim distribution from Margie's estate. After careful discussion, the PCC agreed to accept this as an unrestricted gift but to designate the funds for musical purposes, in order to honour the wishes expressed in Margie's will. It is anticipated that this "Margie Lindsay Music Fund" will be used for larger items of musical expenditure. For example, the Director of Music is currently investigating the purchase of new grand pianos. Full details of the designation can be found in Note 10.

Expenditure:

The parish was able to fulfil its pledge to the Parish Support Fund with a contribution of £100.5K. This was up from 2023 when the contribution made was £96.9K.

Gas and electricity costs for the year came to £42K, with gas bills being significantly higher than in 2023. During the first 4 months of 2024 there were problems with the heating control unit and boiler at St Andrews resulting in excessive gas usage when heating was not required. This has been remedied and it is anticipated that there should be lower utilities costs going forward.

Buildings maintenance costs of £35K (excluding major works) include the new heating control unit above, and resurfacing the hall floor at St Mark's. Given the halls heavy usage, it is likely that in any year some significant costs for particular maintenance tasks will be incurred, in addition to the ongoing servicing and upkeep of buildings and equipment.

The costs of office staff at £33K reflect both a pay rise during the year and a recognition that slightly longer hours are needed to fully cover necessary tasks.

Major works totalling £19K were carried out by Weighill Builders at St Andrew's in response to the Quinquennial Report by our architect.

Assets:

The parish continues to hold both longer and shorter term investments in CCLA with the Diocese as Custodian Trustee. The deposit account has increased by a total of £484K from legacies received during the year. The £100K distribution from the estate of the late Margie Lindsay was received at the end of December and is shown as held in the CAF bank balance at the end of the year. The sum was put on deposit in January 2025. No longer term investments were sold during the year, and the unrealised value of these investments increased by £21K during 2024.

Going Concern:

In considering the question of Going Concern, the PCC will continue to meet its commitment to balance recurring income and expenditure in the medium term. With the

further increase in the level of reserves in 2024, the PCC is confident that one off and other major items of expenditure can reasonably be met in the medium term from investments.

Finance Sub-Committee:

The Finance Sub-Committee has met to consider the legacies received during the year, and to discuss and make recommendations to the PCC on the investment of the funds. The committee has also made suggestions about the consultation process needed to lead to decisions about the use of surplus funds.

In addition, the committee has reviewed the budget and the accounts for 2024 before submission to the PCC for approval, and has discussed with the independent examiner his findings and comments.

Reserves Policy (note: due for revision in 2025):

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. 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.

Appendix A: Kingston Deanery Synod 2024

‘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:

- The Bishop’s mission order in respect of working with Korean Anglican churches.
- The commissioning of Elspeth Coke as a Lay Vocations Champion for the deanery.
- The deanery Funerals Scheme saw an increase of 10% in 2023 compared with a decrease of 10% in church conducted funerals nationally
- A new youth body is to be formed to take forward ideas to engage young people
- A talk given about the work of the Kingston drop-in centre for asylum seekers and refugees.
- The Rev’d Charlie Lamont gave a presentation on his role as Dean of Revitalisation for the Southwark Diocesan Mission Team which is tasked with helping churches to grow. During the Covid period many churches had seen a drop in attendance and the aim was to use imaginative ways to combat this and work towards growth.

Appendix B: Churchwardens' Annual Fabric Report

This report was made to the Parochial Church Council (PCC) under section 50 of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018 by Katherine Reed and Ruth Gilmore as Churchwardens during 2024; and is also made by them to the Annual Parochial Church Meeting on behalf of the PCC.

Both Churches

Crew Energy submitted a report on energy efficiency and savings, and arranged a demonstration of new destratifier technology. However, it has not been possible to obtain the necessary Diocesan approval.

The Wi-Fi systems at both churches were upgraded.

St Andrews

Quinquennial Inspection works:

Two companies, Weighill Builders and Telson Roofwise, both of who have worked for us before, were asked to quote for the most essential items in the Quinquennial Reports for both churches. This turned out to be a protracted and ultimately not entirely successful exercise, possibly because the work consisted of a large number of small and very disparate items which were difficult for a contractor to price.

Eventually, quotations were received from both firms for the works at St Andrew's, but they were difficult to compare due to different approaches. It was decided to award the contract to Weighill in the first instance and then to ask Telson to submit a price for St Mark's.

Weighill began work at St Andrew's in April and completed it in June.

Heating:

The programming unit, serviced by Environmental Control Partners, and the boilers, serviced by Dunamis were not working correctly. Representatives from both companies came at the same time to figure out what the problem was. In the future, it may be advisable to invite both at the same time for annual maintenance. The programming unit failed and was replaced.

St Marks

Four leaking taps at St Marks were serviced in May.

The hall floors at St Marks were sanded and refinished.

After the automatic door at St Marks was locked closed (following a fire alarm) the door installer, Geze, serviced it and inserted a wire to ensure that the door remains open when the alarm goes off.